

MINUTES OF MEETING  
BELLA COLLINA  
COMMUNITY DEVELOPMENT DISTRICT

The Regular Meeting of the Bella Collina Community Development District was held Thursday, July 9, 2020 at 9:30 a.m. via Zoom Teleconference.

Present and constituting a quorum were:

Randall Greene	Chairman
David Burman	Vice Chairman
Duane Owen	Assistant Secretary
Dutch Holt	Assistant Secretary
Andrew Gorrill	Assistant Secretary

Also present were:

George Flint	District Manager
Jan Carpenter	District Counsel
Kristen Trucco	District Counsel
Jeff Einhouse	District Engineer
Alan Scheerer	Field Manager
Jim Boyd	Boyd Environmental

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Flint called the meeting to order, five members of the Board were present via the Zoom call, constituting a quorum.

Mr. Flint: The governor extended the mandates and is allowing for these remote meetings through the month of July. So, we are able to continue these meetings via Zoom.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Mr. Flint: For the record we did advertise the meeting as a Zoom meeting and the link was provided in the notices as well as placed on the District website. If members of the public wanted to participate they were provided instructions on how to do that. If they were uncomfortable with Zoom or had questions they could contact my office. There are no members of the public on the Zoom call. We don't have any members of the public providing comment via Zoom.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the May 14, 2020 Meeting**

Mr. Flint: We have approval of the minutes from the May 14, 2020 meeting. Did the Board have any comments, changes, or corrections to those? I do see a reference on the last page to “Oak Crest” but that should be “Hillcrest” in the second to last paragraph. Other than that, did the Board have any comments or corrections? Hearing no changes from the Board I would ask for a motion to approve the minutes as amended.

On MOTION by Mr. Greene, seconded by Mr. Owen, with all in favor, the Minutes of the May 14, 2020 Meeting, were approved as .

**FOURTH ORDER OF BUSINESS**

**Review and Acceptance of the Fiscal Year 2019 Audit Report**

Mr. Flint: As a government entity we are required to have an annual independent audit. The Board selected Berger Toombs to perform that. This was completed and has been filed with the state. We had until the end of June to file the report, we did file the report by the statutory deadline. We are asking the Board to accept and ratify that action. The Management Letter is the few pages of the report. You will see that there were no findings or recommendations and it is a clean audit. They’ve found that we have complied with the provisions of the Auditor General that they are required to review. Are there any questions on the audit? Hearing none,

Mr. Greene: I had no questions.

On MOTION by Mr. Gorrill, seconded by Mr. Greene, with all in favor, Acceptance of the Fiscal Year 2019 Audit Report, was approved.

**FIFTH ORDER OF BUSINESS**

**Public Hearing**

**A. Consideration of Amended Final Special Assessment Methodology Report for the Series 2004 Bonds**

Mr. Flint: We will open the Public Hearing, but I will note that there are no members of the public here to provide testimony.

**B. Public Comment and Testimony**

Mr. Flint: The purpose of the public hearing and the amended reports to take into account the units associated with the Bella Towers project. A portion of that project was annexed into the

district, so through this process we are ensuring that the entire project is with the 2004 Bonds. The report is in your agenda, the Amended Final Special Assessment Methodology report dated May 14, 2020. Basically, what this report does is it takes the original Improvement Plan and the original bond issue and shows the benefit now incorporating the additional 100 condo units. It also recognizes, if you look on page 14, table 5, it shows the benefit of \$1,006,184, and we are recognizing a developer contribution in the same amount, which is basically the debt assessment on that portion of the project. What ends up happening through the developer contribution is that the developer is paying down the par amount of the bonds associated with those. The Assessment Roll is attached to Table 7. Jan, is there anything else you would want to point out regarding this issue or the process?

Ms. Carpenter: No, I think you covered most of it.

Ms. Trucco: I would just add that the Assessments are going to be used to pay for those improvements specified in the Capital Improvement Plan that is attached to the Engineer’s Report dated June 7, 2020. Not to jump ahead, but the Engineer’s report is also attached to the Resolution 2020-08 that is included in the agenda. Those improvements are on page 3; they include storm water management facilities, drain water system, reclaimed water system, sanitary/sewer system, storm water system, landscape, and hardscape. That’s just an idea of some of the improvements that the assessments are used to pay for.

**C. Consideration of Resolution 2020-08 Levying Assessments**

Mr. Flint: Are there any questions from the Board on the resolution? Hearing none,

On MOTION by Mr. Burman, seconded by Mr. Gorrill, with all in favor, Resolution 2020-08 Levying Assessments, was approved.

**SIXTH ORDER OF BUSINESS**

**Ratification of Nondisclosure Agreement with Lake County Property Appraiser**

Mr. Flint: This is an agreement that the property appraisers from most counties are now requiring. Information regarding people’s addresses and other things are protected, if there are law enforcement officers and that sort of thing in the community. Basically, this agreement is saying that we will not disclose that confidential information. We went ahead and executed this because of the timeframe, so I am asking the Board to ratify my action in executing the agreement. Any questions on the agreement? Hearing none,

On MOTION by Mr. Greene, seconded by Mr. Holt, with all in favor, the Nondisclosure Agreement with Lake County Property Appraiser, was ratified.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Carpenter: We don't have anything else to report.

**Engineer**

Mr. Flint: Anything from the Engineer?

Mr. Einhouse: I just wanted to report that we have completed all the work for the annual inspections of the storm water system for St. John's Water Management District. We are working on the reports right now and should have those out to you next week.

Mr. Flint: Okay, good. We also have our Environmental Engineer Jim Boyd on the phone who is dealing with the water and wastewater system. There were some design changes or clarification subsequent to your prior approval of the Innerconnect Agreement water treatment plants. As a result of the changes in the design clarifications, utility technicians had to revise their proposal and the cost went up in the range of about \$30,000. I will turn it over to Jim to explain what transpired and the changes that are resulting in that increase.

Mr. Boyd: Yes, the original quote that was provided by your technician, I was not privy to that whole process and didn't get involved until after the quote was submitted. The contractor was in the process of beginning to submit shop drawings for it, so I had to evaluate what they had quoted in retrospective to what we really needed for the Innerconnect. I determined that what was quoted wasn't adequate for our needs. I went through and did a complete evaluation of what features we really needed and came up with a revised design that was subsequently permitted and approved through DEP. Some of the basic features that were added that have caused the cost increase included that the original piping was undersized, according to the sketch that UTI provided. They were proposing 6 inch piping, but we really need 8 inch piping because we have existing 8 inch piping. So, if we used the 6 inch piping it would be a hydraulic restriction. The location that was originally assumed turned out to be unacceptable to the landowner, as it was in a very visible location. I worked with the landowner and worked out an alternate location that was acceptable to them that turned out to be better from a functionality standpoint. In doing so, we

have to add another insertion gate valve, which are rather costly. I also added a pressure recording feature because we really need to know what the system's pressures are in order to properly set the pressure-reducing valve, which is a very critical component to the Innerconnect design. I specified standard municipal quality piping, equipment, valves, etcetera. The UTI quote didn't have any information regarding what quality equipment and piping that they were proposing. That was an unknown, but now I know we are getting what we need in terms of quality. I also made sure that we have all the necessary start-up services because you have to get through a process to have this properly set up and put online. Those are the major reasons why the price increased. Again, my professional opinion is that we need all these additional features in order to have a properly functioning Innerconnect.

Mr. Flint: I did mute everybody just because there was some background noise, so if you want to talk make sure you unmute yourself. So, as a result of the design clarification changes subsequent to your prior approval—your prior quote was in the range of \$55,285 and the new proposal is for \$83,633.20. It's about a \$28,000 increase. I just got the information this morning, I apologize that I was not able to get it out to the Board sooner. We are able to accommodate the price change in our Water and Sewer Capital Reserve. The amount for projects that we have budgeted for this year have come in under, and we did have this project budgeted for \$58,000 but we have some other projects that came in lower than what we had planned. It's something we need to do, so our recommendation would be for the Board to approve the revised amount authorized for the project.

On MOTION by Mr. Holt, seconded by Mr. Gorrill, with all in favor, the Revision of the Inner Connect Project, totaling \$83,633.20, was approved.

## **B. District Manager's Report**

### **i. Approval of the Check Register**

Mr. Flint: You have check register for May 1<sup>st</sup> through June 30<sup>th</sup> totaling \$185,637 and the detailed register is behind the summary. Did the Board have any questions on the Check Register?

On MOTION by Mr. Gorrill, seconded by Mr. Greene, with all in favor, the Check Register totaling \$185,637, was approved.

**ii. Balance Sheet and Income Statement**

Mr. Flint: You also have the unaudited financials through May 31<sup>st</sup>. If there are any questions, we can discuss those.

**iii. SBA Florida PRIME Monthly Summary Report**

Mr. Flint: You have the monthly report from the State Board of Administration for information purposes.

**EIGHTH ORDER OF BUSINESS**

**Other Business**

Mr. Flint: Are there any other items that the Board or staff would like to discuss that was not on the agenda? Hearing none,

**NINTH ORDER OF BUSINESS**

**Supervisor's Request**

There being none, the next item followed.

**TENTH ORDER OF BUSINESS**

**Adjournment**

Mr. Flint: If there's nothing else, is there a motion to adjourn?

On MOTION by Mr. Greene, seconded by Mr. Burman, with all in favor, the meeting was adjourned.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman

*DANIEL F. GREENE*