

MINUTES OF MEETING  
BELLA COLLINA  
COMMUNITY DEVELOPMENT DISTRICT

The Regular Meeting of the Bella Collina Community Development District was held Thursday, April 11, 2019 at 9:30 a.m. at the Bella Collina Clubhouse, 16350 Vetta Drive, Montverde, Florida.

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
Andrew d'Adesky	District Counsel
Jeff Einhouse	District Engineer
Alan Scheerer	Field Manager

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Flint called the meeting to order.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Mr. Flint: There are no members of the public here to provide comments, so we will move to the next item.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the March 14, 2019**

Mr. Flint: Were there any additions, deletions, or corrections to the minutes? If there are none I would ask for a motion to approve.

On MOTION by Mr. Owen, seconded by Mr. Gorrill, with all in favor, the minutes of the March 14, 2019 meeting, were approved.

**FOURTH ORDER OF BUSINESS**

**Consideration of Proposal from  
VGlobalTech to Provide Website  
Compliance Services**

Mr. Flint: This is a proposal from VGlobalTech, this proposal is in response to a series of lawsuits that have been filed across the state against public and private entities. They are claiming that the websites do not comply with the ADA requirements.

*Mr. Greene joined the meeting at this time.*

Mr. Flint: Last year, there were around 18 lawsuits filed by the same attorney and complainant against various CDDs across the State. They were all represented by the same insurer, and the insurer settled those claims for about \$2,500 each. Part of the settlement requirement was that the Districts become compliant within 24 months. That same insurer insures Bella Collina and probably around 300 other CDDs. The settlement on that lawsuit doesn't prevent any other complainant or attorney from coming forward and filing. In fact, there has been some recently. It's not just government entities and CDDs, it was Target and Winn Dixie too.

Mr. d'Adesky: The firm that George chose is actually the cheapest of all the other management companies we represent. VGlobalTech is by far the cheapest, and they will do a sufficient job under the statutes. Essentially what you have to do is take all the old non-compliant PDFs and change them into a readable format that interfaces with screen reading technology. We would recommend only putting on your website what is required like the agendas, minutes, budgets, ordinance, etc. This is the best solution for the CDD, and it is a reasonable accommodation.

Mr. Flint: All of GMS's Districts are using VGlobalTech. We met with four or five companies. They provided the solution for the lowest cost. We also met with the insurance company and they are comfortable with what they are doing and the contract we have in place.

Mr. d'Adesky: For comparison, some Districts have spent \$5,000 to \$10,000 on that.

Mr. Flint: Some are spending \$20,000 to \$25,000. We are suggested you approve the proposal for the first year only, totaling \$2,675.

Mr. Burman: Did we actually get sued?

Mr. d'Adesky: No, this is preventative.

Mr. Flint: None of the Districts we manage were the subject of those 18 lawsuits, but there are over 500 CDDs and none of them were ADA compliant.

On MOTION by Mr. Burman, seconded by Mr. Greene, with all in favor, the Proposal from VGlobalTech to Provide Website Conversion Services, was approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Proposal from Wiggins Bros. Well Drilling, Inc. to Repair One Line Shaft Turbine Pump**

Mr. Scheerer: Every year when we do budgets, we go through and try to come up with a Capital Improvement list of things that need to be done. Last year during the 2019 budget process an item that was identified for funding was the rebuilding of the wells on Pine Island and Hillcrest. The Board added \$130,000 to the Capital Water and Sewer fund for Pine Island and \$150,000 for Hillcrest. The plan operator has been experiencing the shafts on the well pumps hardening and hard to turn. We got a price from Wiggins to go ahead and do some repairs on that. As you can see, he identifies that both of the shafts one well #1 and well #2 are starting to become harder to turn. They equate that to the rubber shaft bearings being swollen. In order to identify all the repairs that need to be done, they need to pull the motor, shaft, and pumps out. Some of the items listed on the proposal will be expensed. When they pull the shaft and motor out they will identify the problems with the motor and tell us if they need to replace any bearings. The only unknown is if there is any damage to the shaft of the well itself, and they won't know that until they pull it.

Mr. Holt: Are we required to get multiple bids?

Mr. Flint: No, not with this dollar amount.

Mr. Scheerer: This item was funded by the Board for this year's budget. We are going through all the Capital Items in the Water and Sewer fund that were funded. I felt it was prudent to bring this to the Board due to the amount. On Pine Island, the wells are not at the plant they are separated throughout the property. There are two wells, and they are ten inch wells. Remember when the budgets are done, we are trying to get estimates a year or months in advance of when the work is actually done, so we don't know the exact price. Now we have an actual bid and we know the cost, we could do a not to exceed of \$50,000. We'll more than likely be coming back to you for well #2 at some point.

On MOTION by Mr. Holt, seconded by Mr. Gorrill, with all in favor, the Proposal from Wiggins Bros. Well Drilling, Inc. to Repair One Line Shaft Turbine Pump, with an NTE of \$50,000, was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2019-04  
Approving the Proposed Fiscal Year 2020  
Budget and Setting a Public Hearing**

Mr. Flint: Each year you are required to approve a proposed budget. Typically you do it in the April or May timeframe. It has to be done at least 60 days before the public hearing for final adoption. The resolution in your agenda sets the budget hearing for July 11<sup>th</sup> at 9:30 a.m. in this location. The proposed budget is attached as Exhibit A. The proposed budget is not binding on the Board, you can make changes up to and at the public hearing in July. We are proposing no increase in the per unit assessment amounts. You can see in the General Fund the assessment revenue remains the same, the administrative costs remain the same in total, and the maintenance costs are basically the same as well. You also have the General Fund Capital Reserve, which we are projecting to end this year with \$369,000 and transfer in an additional \$20,000 next year. There is no identified Capital Expenses at this time for that money. That money is there and available if you have any repairs to the stormwater system. You have your 2004 Series Debt Service, which is just special assessment debt service that funded the stormwater, water and sewer lines, and the distribution and collection system associated with the utility. You have the Water and Sewer Fund. Are there any questions on the budget? Alan, do you have any specific projects identified?

Mr. Scheerer: We are working on a project with the contractor. We added the generator at the condo and some automatic dialer system items that we added to the budget. It was a very small amount.

Mr. Flint: There is a standby assessment associated with the Water and Sewer Fund of \$195 a year on the undeveloped lots until a meter is set and they become a customer.

On MOTION by Mr. Greene, seconded by Mr. Burman, with all in favor, Resolution 2019-04 Approving the Proposed Fiscal Year 2020 Budget and Setting a Public Hearing for July 11, 2019 at 9:30 a.m. at the Bella Collina Clubhouse, 16350 Vetta Drive, Montverde, Florida, was approved.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Flint: Andrew, do you have anything?

Mr. d’Adesky: We updated the Acquisition Agreement, switching the developer from DCS to the HOA. That will mean the reimbursements will come to the HOA. That’s all I have for the Board.

**B. Engineer**

Mr. Flint: Steve, do you have anything?

Mr. Einhouse: I don’t have anything.

**C. District Manager’s Report**

**i. Approval of Check Register**

Mr. Flint: You have the check register for the month of March for the General Fund, the Water and Sewer Fund, and Board Payroll totaling \$44,259.22. Are there any questions on the check register? If not, is there a motion to approve?

On MOTION by Mr. Greene, seconded by Mr. Holt, with all in favor, the Check Register for March totaling \$44,259.22, was approved.

**ii. Balance Sheet and Income Statement**

Mr. Flint: You have the unaudited financial statements through February 28<sup>th</sup>. If there are any questions, we can discuss those.

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

Mr. Flint: You have the State Board of Administration Investment monthly report. There is no action required on either of those.

**EIGHTH ORDER OF BUSINESS**

**Other Business**

Mr. Flint: Is there any other business? If none, we’ll move onto the next item.

**NINTH ORDER OF BUSINESS**

**Supervisor’s Requests**

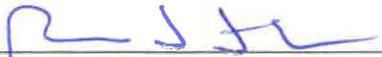
Mr. Flint: Does the Board have anything else they would like to discuss?

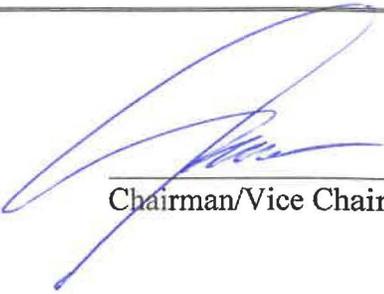
**TENTH ORDER OF BUSINESS**

**Adjournment**

The meeting was adjourned at 9:49 a.m.

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

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman