

MINUTES OF MEETING
BELLA COLLINA
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Bella Collina Community Development District was held Thursday, July 13, 2023 at 10:00 a.m. at the Bella Collina Clubhouse, 16350 Vetta Drive, Montverde, Florida.

Present and constituting a quorum were:

Randall Greene	Chairman
Duane Owen	Assistant Secretary
Andrew Gorrill	Assistant Secretary
Rick Scharich <i>by phone</i>	Assistant Secretary

Also present were:

George Flint	District Manager
Jay Lazarovich	District Counsel
Andy Hatton	Field Manager

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order. Three members of the Board were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Flint: We just have Board members and staff here at this time.

THIRD ORDER OF BUSINESS

Approval of Minutes of the April 13, 2023 Meeting

Mr. Flint: Next is the approval of minutes from April 13, 2023 meeting. Are there any comments or corrections to the April minutes? Hearing none,

On MOTION by Mr. Owen, seconded by Mr. Gorrill, with all in favor, the Minutes of the April 13, 2023 Meeting, were approved, as presented.
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FOURTH ORDER OF BUSINESS

Ratification of Water & Wastewater Plants Lighting Agreement with Advance Electric

Mr. Hatton: This was part of the electrical light project for the water plants and the wastewater treatment facilities and parking lots. They are all completed except for two fixtures in the chlorine room. Until we get those exhaust fans fixed, there are too many fumes, they cannot get on the ladder and fix those so will come back to fix them. They are all complete and switched to LED other than that.

On MOTION by Mr. Gorrill, seconded by Mr. Owen, with all in favor, the Water & Wastewater Plants Lighting Agreement with Advance Electric, was ratified.

FIFTH ORDER OF BUSINESS

Ratification of Proposal from Berry Construction, Inc. for Pine Island Wastewater Treatment Plant Piping Painting

Mr. Hatton: This is the wastewater plant. There is a lot of corrosion of the joints and all of that will be scraped back to metal then repainted.

Mr. Flint: As part of Jim Boyd’s inspection of the plant, he recommended the pipes be repainted so this includes repainting the pipes, stenciling the wording on the pipes, etc. We are doing option B which is to repaint the pipes which is more extensive than option A.

Mr. Hatton: Option A was just to fix the corroded parts and try to blend the paint and option B was just to match from building to ground.

Mr. Flint: Any questions in the agreement, if not is there a motion to ratify?

On MOTION by Mr. Gorrill, seconded by Mr. Owen, with all in favor, the Proposal from Berry Construction, Inc. for Pine Island Wastewater Treatment Plant Piping Painting, was ratified.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2023-06 Designating Assistant Treasurer of the District

Mr. Flint: This designates Darrin Mossing, Sr. as an Assistant Treasurer. He is the President of GMS. We are making him an Assistant Treasurer in all of the Districts that we manage as a back stop. He is involved on the accounting side so in the event he needs to be a signer on a bank account, this gives us the ability to be able to do that.

On MOTION by Mr. Burman, seconded by Mr. Gorrill, with all in favor, Resolution 2023-06 Designating Darrin Mossing, Sr. Assistant Treasurer of the District was approved.

SEVENTH ORDER OF BUSINESS **Public Hearing**

A. Consideration of Resolution 2023-07 Adopting the Fiscal Year 2024 Budget and Relating to the Annual Appropriations

Mr. Flint: This is the public hearing to consider adoption of the Fiscal Year 2024 budget and imposing special assessments and certifying an assessment roll. The Board previously approved a proposed budget and you set the public hearing for today. We have complied with all of the noticing requirements including legal advertisements of sending it to Lake County, posting it on the website, etc. We will go ahead and open the public hearing and will note for the record there are no members of the public here to provide comment or testimony so we will close the public comment portion of it. We will bring it back to the Board for discussion and consideration of the resolutions. The first resolution is 2023-07 which adopts the budget. The blanks on the second page will be filled in based on the Board's action. We do not fill them in, in advance in case there are any changes made to the budget but they would be filled in with accordance of exhibit A which is the budget attached. There is no proposed increase in the per unit assessments. They would remain the same as indicated at the bottom of page one for the general fund. There are really no significant changes to the budget from what you saw when you adopted the proposed budget. We have updated the actuals through the end of May and updated our current year projections. If not, is there a motion to approve Resolution 2023-07?

On MOTION by Mr. Gorrill, seconded by Mr. Owen, with all in favor, Resolution 2023-07 Adopting Fiscal Year 2024 Budget and Relating to the Annual Appropriations, was approved.

B. Consideration of Resolution 2023-08 Imposing Special Assessments and Certifying an Assessment Roll

Mr. Flint: This imposes the assessments related to the budget that you just approved so the budget you just approved is attached to this resolution as well as the assessment roll that lists all of the properties in the District. They have assessment amounts that would be included on the tax bill and that includes O&M. If it is undeveloped, it would include the standby assessment of \$195,

but if it is developed, it does not include that plus there are the debt assessments. Any questions on the resolution and if not, is there a motion to approve it?

On MOTION by Mr. Burman, seconded by Mr. Owen, with all in favor, Resolution 2023-08 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Aquatic Plant Management Renewal Agreement with Applied Aquatic Management, Inc.

Mr. Hatton: This is a continuation of what we have been doing with the ponds on the entrance side and out by the wastewater plant.

Mr. Flint: This includes two ponds, one at the entrance road and one at the wastewater treatment plant. This is who we have used in the past and is just a renewal for another 12 months.

On MOTION by Mr. Gorrill, seconded by Mr. Burman, with all in favor, the Aquatic Plant Management Renewal Agreement with Applied Aquatic Management, Inc., was approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

i. Memorandum Regarding Required Ethics Training for Elected Officials & Other Legislative Updates

Mr. Flint: Jay anything?

Mr. Lazarovich: Included in the agenda is a memo regarding new laws that have passed in Florida, most notably is a new ethics training requirement for elected and appointed officers of Special Independent Districts. The new requirement requires all officers to complete four hours of ethics training annually. This begins on January 1st of next year. This memo just details the reporting requirements and has a couple of links where you can find videos to meet that requirement. In addition, this included a couple of other updates to the law just as reminders. It is prohibited under Florida law to have a firearm at a government meeting with regard to the concealed carry law. There was also technology transparency which covers social media, any removal of account or contact is prohibited unless it meets one of the exceptions under the subsection listed in the memo. There is also a government and corporate optimism law that was

passed that restricts any social, political or ideological factors being taken into consideration for government contracts. If there are any questions, you can get with George or our office.

Mr. Flint: We are still figuring out the ethics training issue and as that gets more clear, we will continue to share information with you guys. The current training is really not geared toward Special Districts so I think there is some question about whether the content of the training is going to need to be modified or how that is going to be handled. We have time and will continue to communicate with you on that.

Mr. Owen: What about us that are already undergoing ethics training for other professional licenses?

Mr. Flint: If you are a realtor, you have to have eight hours of this training instead of four. This is for elected officials. If you are on multiple Boards, you would only have to do it one time and obviously not four hours for each Board. Because this is new and the bill just got signed, we are still figuring it out.

B. Engineer

Mr. Flint: There is no Engineer's report.

C. District Manager's Report

i. Approval of Check Register

Mr. Flint: You have the approval of the check register from April 1, 2023 through June 30, 2023 for the general fund, enterprise fund and Board compensation totaling \$448,542.98. The detailed register is behind the summary. Are there any questions on the check register, if not asking for a motion to approve.

On MOTION by Mr. Owen, seconded by Mr. Gorrill with all in favor, the Check Register Totaling \$448,542.98, was approved.

ii. Balance Sheet and Income Statement

Mr. Flint: You also have the unaudited financials through the end of May. There is no action required by the Board. If you have any questions, we can discuss those.

iii. Presentation of Number of Registered Voters

Mr. Flint: There are 309 voters within the boundaries of the District. This means that starting November 2024, two of the seats on the Board will transition to general electors which

means they will have to live within the District to be registered to vote with that address. To run for one of those seats, you have to qualify through the supervisor of elections just like any other elected office. We will provide more information on that in the spring and the qualifying period. Depending on what seats transition, if you desire to remain on the Board and are not in one of the seats transitioning, we can move some people around. There would be a qualifying period in June of next year where you would file your paper work with the Supervisor of Elections. If no one else filed, you would be elected unopposed but if more than one person files to run for a seat then it would actually go on the ballot in November on the first Tuesday. The six years and 250 registered voters has not been triggered and that transition will start next year.

iv. Approval of Fiscal Year 2024 Meeting Schedule

Mr. Flint: Each year when you approve your budget, we usually put the annual meeting schedule on the agenda. We have prepared a proposed schedule that follows your current practice of meeting on the second Thursday at 10:00 a.m. in this location. If you want to continue with that you can approve this, if not we can modify it. You are not required to meet monthly. We have kept it monthly just in the event you need too and we can cancel if there is no business.

On MOTION by Mr. Burman seconded by Mr. Owen with all in favor, the Fiscal Year 2024 Meeting Schedule, was approved.

v. SBA Florida PRIME Monthly Summary Report

Mr. Flint: Just for your information, we have included the report from Florida PRIME which is the investment pool run by the State Board of Administration that we have invested funds in. There is no action on this.

TENTH ORDER OF BUSINESS

Other Business

Mr. Flint: Any other business? Hearing none.

ELEVENTH ORDER OF BUSINESS

Supervisor's Requests

Mr. Flint: Any other items or Supervisor's requests? Hearing none,

TWELFTH ORDER OF BUSINESS


Adjournment

Mr. Flint: Is there a motion to adjourn?

On MOTION by Mr. Gorrill, seconded by Mr. Owen, with all in favor, the meeting was adjourned.



Secretary/Assistant Secretary



Chairman/Vice Chairman
RANDALL GESSNER
Chairman