

MINUTES OF MEETING
BELLA COLLINA
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Bella Collina Community Development District was held Thursday, February 8, 2024 at 10:00 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
Andrew Gorrill	Assistant Secretary
Rick Scharich	Assistant Secretary

Also present were:

George Flint	District Manager
Andy Hatton	Field Manager
Jay Lazarovich	District Counsel
Steve Boyd	District Engineer

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Flint: Next is public comment period and we just have Board members and staff here.

THIRD ORDER OF BUSINESS

Approval of Minutes of the January 11, 2024 Meeting

Mr. Flint: That brings us to your January 11th minutes. Did the Board have any comments or corrections on those? Hearing no changes, is there a motion to approve them?

On MOTION by Mr. Greene, seconded by Mr. Owen, with all in favor, the Minutes of the January 11, 2024 Meeting, were approved, as presented.

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FOURTH ORDER OF BUSINESS**Consideration of Service Agreement with Thompson's Nursery, Inc. to Provide Landscape/Grounds Maintenance Services**

Mr. Flint: Item four is an agreement with Thompson's Nursery, Inc. to provide landscape ground maintenance. We previously had an agreement with the club to mow the dry ponds. The club apparently was subcontracting to Thompson Nursery which is Jerry Thompson for that service, and they preferred the District contract directly with Jerry's company. The club sent us the 30-day termination and we have the agreement with Thompson Nursery. It's the same price we were paying the club and the same scope of service. Everything is just with Thompson Nursery, and they have all the insurance and everything that is required under our contracts. Any questions on the agreement?

On MOTION by Mr. Greene, seconded by Mr. Owen, with all in favor, the Service Agreement with Thompson's Nursery, Inc. to Provide Landscape/Grounds Maintenance Services, was approved.

FIFTH ORDER OF BUSINESS**Ratification of Pay Request #2 from Carr & Collier**

Mr. Flint: Item five is pay request #2 from Carr & Collier. They are doing a project for the District, and it's being managed by Jim Boyd. There is a funding agreement between the District and DCS Investments to pay these expenses until the Board or if the Board issues bods, DCS will be reimbursed for these expenses. We get the pay request; it's reviewed by Jim Boyd on behalf of the CDD. The contract is with the CDD. He signs off on it and we send a funding request to DCS, DCS funds the CDD, and then we pay the contractor. This is just ratifying pay request #2. Any questions on the pay request?

On MOTION by Mr. Greene, seconded by Mr. Owen, with all in favor, the Pay Request #2 from Carr & Collier, was ratified.

SIXTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

Mr. Flint: Staff reports; Jay, anything?

Mr. Lazarovich: No updates from us this month unless there are any questions.

B. Engineer

Mr. Flint: Steve, anything?

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Mr. Boyd: I don't have a report this month.

Mr. Flint: We are still refining your analysis of the stormwater system.

Mr. Boyd: Correct.

Mr. Flint: Steve has reviewed the plats and the stormwater permits. He's going to need to go back and look at the actual requisitions when the bond funds were expended to make sure that whatever the CDD paid for lines up with what the permits and the plats show because they don't always lineup. If CDD bond funds were used, then there may be some instances where some things will need to be conveyed either by deed or bill of sale to the CDD. So, we are still cleaning that analysis up.

C. District Manager's Report

i. Approval of Check Register

Mr. Flint: You have the summary of invoices for the month of January for the general fund, the water and sewer fund, and Board compensation. The total is \$732,593.41. The detail is behind the summary. Are there any questions on the check register? Is there a motion to approve it?

On MOTION by Mr. Scharich, seconded by Mr. Greene, with all in favor, the Check Register, was approved.

ii. Balance Sheet and Income Statement

Mr. Flint: You also have the unaudited financials through December 31st. There is no action required by the Board. If the Board has any questions, we can discuss those.

iii. SBA Florida PRIME Monthly Summary Report

Mr. Flint: We've also included the monthly report from the State Board of Administration on the SBA investment account. It's for the month of December and it's just for information purposes.

Mr. Greene: That's who the state nominates to manage the funds?

Mr. Flint: Yes. This is an investment pool run by the State Board of Administration which is the Governor and the Cabinet. It's primarily cities, counties, school boards, and I'm assuming the State as well, invest their funds in this. It's a local government investment pool under the statutes.

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D. Field Managers Report

Mr. Flint: Alright, field manager's report, Andy.

Mr. Hatton: I'm still working on getting the quotes for the roofs and the force main lowering. We have them, but we talked to Jim Boyd, and he wanted to make sure the stainless steel for the connections and everything for the trucks that we were using a better grade of stainless steel of 316. The quote for Utility Repair Experts, they did list it as 316 but RCM didn't have any grade listed so I've reached out to Chris to get him to update that for me. The numbers for Utility Repairs is about \$109,000 and RCM is setting at \$99,008 not knowing where we are at for the grade of stainless steel.

Mr. Flint: RCM has more cleanouts listed under their price and they also show all the cleanouts would be 4 inches verses the other company has 1 ½, 3, and 4.

Mr. Hatton: I did reach back out to him and have him update it to all four.

Mr. Flint: Okay. We need to work on a priority list, ones that are right in the middle of the sidewalk or they are in someone's front yard. We've got the maps and we can look at that and see what a reasonable way of phasing those in is. We can see if maybe we can do it in more than one step. The problem is there seems to be significant economies of scale doing them all at once versus a smaller number. We got a price for lowering one which was almost \$10,000. When we could lower 50 for less than \$100,000.

Mr. Greene: If we lower a bunch of them is there a way to cut them and just lower them as a temporary fix until we can put them in?

Mr. Flint: The problem with a temporary fix is a lot of the effort is having the truck there to clean the mess up and cutting off the location when it's cut. If you're going to go to all that effort, you're probably not saving any money by doing it that way. We will make this a priority and I will stay on it. Every month this issue comes up and we are not making progress obviously. We need to get it going. Anything else on the field report?

Mr. Hatton: On the roofs, I have the other quote that came in about 8:45 a.m. but I haven't had a chance to review it and compare it to the other ones. The numbers are pretty close for a TPO roof we are looking right about \$70,000. What's up there now is a bitumen roof, and to replace that was a little bit more expensive. The one quote was \$73,400 and that one does not include shingling.

Mr. Greene: Seems like a big number for such a small building.

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Mr. Flint: We've got two quotes around the same price. If you have any recommendations on roofing contractors, we will reach out to them.

Mr. Greene: I don't think that building is 4,000 or 5,000 square feet. What's the spec on it? Rolling out over the existing roof or stripping?

Mr. Hatton: Stripping and replacing. There are five sheets of plywood that need to be replaced on the top. Right now the pitch meter shows zero pitch up there right now so the water is standing there and that's why the roof now is bubbling. The TPO, they would make a pitch and that would solve the bubbling.

Mr. Greene: How much were the bids?

Mr. Hatton: For the TPO roofs, one was at \$69,300, one at \$67,300. One of them includes shingling that area on the outside that has pads on it right now.

Mr. Greene: We will get you some names of roofing companies. Those quotes just seem heavy.

Mr. Flint: What was the other process we were looking at?

Mr. Hatton: It was a coating over what is there. Two coats of silicone. But there are bubbles on it now and there is also rotting plywood. It's pretty bad.

SEVENTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

EIGHTH ORDER OF BUSINESS

Supervisor's Requests

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS

Adjournment

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

DocuSigned by:
George Flint
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Secretary/Assistant Secretary

DocuSigned by:
Randall Greene
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Chairman/Vice Chairman