

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, March 14, 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 <i>by phone</i>	Assistant Secretary
Rick Scharich	Assistant Secretary

Also present were:

George Flint	District Manager
Alan Scheerer	Field Manager
Jay Lazarovich	District Counsel
Steve Boyd	District Engineer

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order. Four members of the Board were present in person and Mr. Gorrill is on the phone constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Flint: Next is public comment period and we don't have any members of the public other than Board and staff here.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the February 8,
2024 Meeting**

Mr. Flint: That brings us to your February 8th minutes. Did the Board have any comments or corrections on those? Hearing no changes, is there a motion to approve them?

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On MOTION by Mr. Greene, seconded by Mr. Owen, with all in favor, the Minutes of the February 8, 2024 Meeting, were approved, as presented.

FOURTH ORDER OF BUSINESS**Consideration of Proposals for Hillcrest WWTF Roof Project****A. Full Roof Replacement**

- i. Eustis Roofing**
- ii. Covenant Roofing Construction**
- iii. Advantage Roofing, Inc.**

Mr. Scheerer: Included in the agenda packet is a spreadsheet listing three roofing companies. The total cost of doing a replacement TPO roof on the Hillcrest Water Plant, all three contractors are recommending a 60 mill TPO roof. There is some decking pricing that is outlined in there. No soffit repair and no shingle work. Eustis roofing is going to replace one of the gutters and the other ones are going to use the current gutters. Permits are all included and warranty for the roof is five years.

B. Roof Repairs

- i. Berry Construction, Inc. – Refurbish Roof**

Mr. Scheerer: Berry Construction has recommended we go ahead and clean the roof, put a sealer down and apply two coats of a Lanco Coolguard. It is a liquid application that goes down into an acrylic elastomeric coat. Coating the entire roof is less expensive than replacing the roof. The quote is for \$17,160 for that.

- ii. Berry Construction, Inc. – Soffit Fascia Repair**

Mr. Scheerer: According to Berry Construction there is also some soffit work that needs to be done. Underneath that flat wood groove is where all of the high service pumps are that provide water to the Hillcrest side. A lot of that ceiling is coming down. It is all $\frac{3}{4}$ inch plywood. Whatever the Board decides to do today, we will go ahead and authorize Berry Construction to go ahead and pull all of that bad stuff down and replace it anyway. You are looking at a little over \$20,000 to do both as opposed to \$60,000 to do just the roof alone. The other roofing quotes did not include shingles. All of the contractors said the shingles are in good shape so no need to replace the shingles. The soffit repair quote is another \$3,680.

- iii. Black Marlin Construction**

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Mr. Scheerer: We received a proposal last minute from Black Marlin Construction and they are recommending almost the same thing. It did not make the agenda package as I just received it. Their cost is \$52,500. However, they are going to put down an inch and a half foam insulation board and mechanically fasten it to the existing deck and put this GAF coating on it.

Mr. Scheerer: I have walked the roof and checked it with Andy and checked it with a couple of other roofers. I am of the opinion that the roof is actually not in that bad of shape and a lot of the leaks that are occurring in seams. I think the way to go about all of this is not spend the \$60,000 and go with just the coating. It is simple, flat and only has a handful of penetrations. There is a hatch that comes in from the ground level to gain access to the top of the roof. You have the hatch that gains access to the float system for the water levels within the water plant. You have a couple of vents and a flat wood roof that covers all of the high surface pumps underneath.

Mr. Greene: So, there is no rot?

Mr. Scheerer: I don't see any rot. I think you pressure wash it and use the acrylic elastomeric coating at two coats and call it a day. Even though the manufacturer says you will probably get about five years out of that, realistically you might be able to get a little bit more out of that.

Mr. Owen: What is the expected life of the existing shingles now.

Mr. Scheerer: 30-year shingles on the ones installed originally so we are a little more than halfway.

Mr. Greene: Those are just architectural shingles.

Mr. Scheerer: They are just around the outside of the building. Our office did run an analysis of our funding. You have approximately \$335,000 already allocated to capital projects for mostly Tom Felton's Group to do on the wastewater facility. With that \$335,000, if you were to approve the \$70,000 and \$100,000 which is the Force Main Project, the District would be left with \$842,812 in your capital fund beginning October of this year.

Mr. Flint: I was originally against the coating approach, thought it was a Band-Aid. I do think we don't have any soft spots and it doesn't appear to be compromised so if can get five to 10 more years out of that versus a full replacement, we are probably better off doing that. We have some other projects coming on the horizon.

Mr. Scheerer: If we can get that out of that in my opinion it would be good to budget it and make sure down the line that we are planning for the future and go ahead and reinvestigate the

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whole roofing system at that time and allocate it into a future budget. Right now, this is not a budgeted item that I am aware of.

Mr. Greene: Which contractor do you recommend?

Mr. Scheerer: Berry Construction.

Mr. Flint: Berry provided that quote and we have worked with them since 2005 on various projects. They are going to stand behind what they do.

On MOTION by Mr. Greene, seconded by Mr. Burman, with all in favor, the Berry Construction, Inc. Proposal for Refurbishing Roof at \$17,160 and Soffit Fascia Repair at \$3,680, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Quotations for Force Main Project

Mr. Flint: This is the lowering of the cleanouts on the sewer force main. We have talked about this in the past and is a high priority because some of these cleanouts are in the middle of sidewalks. There is one sticking up pretty high. It is not only an eye sore but health safety. Construction vehicles have broken those. We have 53. The cost to do one is almost \$10,000. The cost to do 53 is \$99,000. We looked at trying to phase it but the problem is the mobilization and fixed cost of doing 20 versus doing 50 is the same. They have to bring in a vac truck. The equipment that they have to bring in to do one is the same as they need to do 50. The problem is these lines are pressurized. You have to find the valves and valve it off and hope you can close them. We have been putting this off but we need to really pull the trigger on this. We have received two quotes.

A. RCM Utilities, Inc.

Mr. Scheerer: RCM has the full 53 and has located all of the cleanouts for a price of \$99,846.

Mr. Flint: RCM is in a better position to know where the valves are and will also put four-inch cleanouts on every one of these. It makes sense to use RCM here.

B. Utility Repair Experts

Mr. Scheerer: This quote does not include all 53. According to them, there were some they could not find even though an exact map was provided to both contractors. Based on their pricing

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for the 45, they are at \$109,000. Depending on the size of the line they would do anywhere from a 1.5 to 4 inches.

On MOTION by Mr. Greene, seconded by Mr. Scharich, with all in favor, the RCM Utilities, Inc. Quote for Force Main Project, was approved.

SIXTH ORDER OF BUSINESS

Ratification of Pay Request #3 from Carr & Collier – Added

A. RCM Utilities, Inc.

Mr. Flint: This is ratification of pay request #3 from Carr & Collier. This is the irrigation project that the District entered into the contract directly. This pay request has been reviewed and signed off by Jim Boyd and has been processed so just asking the Board to ratify.

On MOTION by Mr. Greene, seconded by Mr. Owen, with all in favor, the Pay Request #3 from Carr & Collier-Added, was ratified.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Flint: Staff reports; Jay, anything?

Mr. Lazarovich: We received Steve’s report on the stormwater ponds. We are reviewing that and then will prepare conveyance documents to get that turned over.

B. Engineer

Mr. Flint: Steve, anything?

Mr. Boyd: I provided Jan with some more information on the ponds that need to be transferred. We will probably need to set up a meeting with the developer or landowner. I know the developer is planning to do some work in one of those and there is another one of the berms that needs some immediate work prior to the CDD accepting it.

C. District Manager’s Report

i. Approval of Check Register

Mr. Flint: You have approval of the check register for the month of February for the General Fund, Water and Sewer Reserve Fund, and Board pay totaling \$437,174.46.

On MOTION by Mr. Scharich, seconded by Mr. Owen, with all in favor, the Check Register totaling \$437,174.46, was approved.

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ii. Balance Sheet and Income Statement

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

iii. Presentation of Series 2004 Arbitrage Rebate Report – Added

Mr. Flint: We added the arbitrage rebate calculation report for the Series 2004 bonds. There is a negative rebate requirement of \$3.4 million so there are no arbitrage issues there.

On MOTION by Mr. Greene, seconded by Mr. Scharich, with all in favor, the Series 2004 Arbitrage Rebate Report, was approved.

iv. SBA Florida PRIME Monthly Summary Report

Mr. Flint: We’ve also included the monthly report for January from the State Board of Administration on the SBA investment account. There is no action on that. That is just information.

D. Field Manager’s Report

Mr. Flint: Anything else Alan?

Mr. Scheerer: No. Just what we kind of talked about earlier that lead service line inventory that will have to be done. We are not sure of all the particulars and any of that is going on right now, but George will get an email from Tom Felton.

EIGHTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS

Supervisor’s Requests

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

Adjournment

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On MOTION by Mr. Greene, seconded by Mr. Scharich, 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