

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, July 10, 2025 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 "Rocky" Owen	Assistant Secretary
Andy Gorrill	Assistant Secretary
Rick Scharich	Assistant Secretary

Also present were:

Jeremy LeBrun	District Manager
George Flint <i>by phone</i>	District Manager
Jay Lazarovich	District Counsel
Steve Boyd <i>by phone</i>	District Engineer
Robert Szozda	Field Manager

FIRST ORDER OF BUSINESS

Roll Call

Mr. LeBrun called the meeting to order. Four Supervisors were in attendance constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. LeBrun: For the record, there are no members of the public present, just Board and staff.

THIRD ORDER OF BUSINESS

Approval of Minutes of the April 10, 2025 Meeting

Mr. LeBrun: You have approval of the minutes from your April 10, 2025 meeting. I am happy to take any revisions on those, if not just need a motion to accept those minutes.

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On MOTION by Mr. Gorrill, seconded by Mr. Greene, with all in favor, the Minutes of the April 10, 2025 Meeting, were approved as presented.

FOURTH ORDER OF BUSINESS**Public Hearing**

Mr. LeBrun: Is there a motion to open up the public hearing?

On MOTION by Mr. Scharich, seconded by Mr. Owen, with all in favor, Opening the Public Hearing, was approved.

Mr. LeBrun: Since there are no members of the public present, we will go ahead and close the public hearing.

On MOTION by Mr. Gorrill, seconded by Mr. Greene, with all in favor, Closing the Public Hearing, was approved.

A. Consideration of Resolution 2025-09 Adopting the Fiscal Year 2026 Budget and Relating to the Annual Appropriations

Mr. LeBrun: This starts on page 32 of your electronic agendas. This is consideration of Resolution 2025-09 adopting the Fiscal Year 2026 budget and relating to the annual appropriations. George, I did you want to walk the Board through the budget?

Mr. Flint: Good morning, Board, sorry I am not there. The Board previously approved a proposed budget and you set today as the date for the public hearing for its final consideration. We did send out a revised budget with the revised agenda. Subsequent to the budget going out last night, there was another minor change on that Series 2004 debt service fund just truing up the dollar amounts with the principal and interest payments. That change was made and is reflected on the version that is on your iPads. You saw the budget when you approved the proposed budget and here have not been any significant changes. We did increase the contractual line item and the water and sewer funds contractual services up to \$75,000 for FY26. That is the line item where it compensates for the administrative services related to the operation of the water and sewer system that covers the utility billing, the scheduling of the grinder pump installs, the responses to any issues with the system, the rereads, and all the administrative services related to that. We believe we are going to get to a situation where we will need one full time person devoted to the utility system so this gets us closer to where we need to be. Other than that, there are no significant

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changes to the general fund or the enterprise fund. Rob on the capital projects, is there anything you want to point out to the Board that is on page 19.

Mr. Szozda: A few things here. I think I mentioned this in the past, we have recently done a pressure study of the entire sewer system and staff has come back and recommended we add 17 air relief valves. What happens is it builds up air and builds up pressure. I was going to go through the grinder station alarms. We had a bad month of grinder station alarms. We had about 32, typically a drift up of pressure is usually what those are from. We are looking to get that straight as soon as we can. There is no internet service at either plant. We think it is important to be able to at least monitor the plants remotely and then also from a security aspect put up cameras to make sure who is coming and going at all times.

Mr. Greene: We have never had that?

Mr. Szozda: We have one now but no never had Internet at either plant. This was kind of a prefabricated sewer plant. There is seepage between the seams that has been fixed a handful of times. We have collected bids in fact they are due this week. I think the approach is to go in and coat the inside of at least one half of the plant this year and one half of the plant next year. That will leave us with digester and the surge tank which doesn't leak as bad as the other tanks so that will put us in pretty good position with our permit and with St. Johns River Management. As far as the conditions of the plants, they are improving every month. The generators, we have gone through and kind of brought those up to speed, replaced hoses and belts, oil changes, put them on a higher frequency quarterly. We feel like we are in good shape there. The three high service pumps in Pine Island have been rebuilt. Next year's budget is going to include the rebuilding of all the service pumps at Hill Crest as well. Feeling good about the operational capabilities of the plant going forward from here.

Mr. Flint: Thanks Rob, I appreciate that. Does the Board have any questions on the budget or the resolution approving the budget?

On MOTION by Mr. Greene, seconded by Mr. Scharich, with all in favor, Resolution 2025-09 Adopting the Fiscal Year 2026 Budget and Relating to the Annual Appropriations, was approved.
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B. Consideration of Resolution 2025-10 Imposing Special Assessments and Certifying an Assessment Roll

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Mr. LeBrun: The Board with their previous action just adopted the Fiscal Year 2026 budget. This resolution is the mechanism that is used to fund that budget by imposing those special assessments and then also certifying that assessment roll. Attached to Resolution 2025-10 you will see the assessment roll listed there as one of the exhibits. George, do you want to add anything to that?

Mr. Flint: No, there are two exhibits to this, one is the budget you just approved and the other is the assessment roll that will be certified through the county. This covers your O&M assessments for the General Fund, your standby fees and then your debt service assessments.

Mr. LeBrun: Does the Board have any questions on that?

On MOTION by Mr. Greene, seconded by Mr. Gorrill, with all in favor, Resolution 2025-10 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

FIFTH ORDER OF BUSINESS

Review and Acceptance of Fiscal Year 2024 Audit Report

Mr. LeBrun: The actual audit starts on page 73 of your electronic agendas. I usually point our Board members to the summary letter that the auditor provides. This is a clean audit so no audit findings and no prior year findings. That is great news. On page 107 is the letter to the Board of Supervisors from the auditor. The Board is aware that each year the District must undergo an independent third-party audit and you guys have selected DMHB as your auditor. Like I said previously, this is a clean audit. Happy to take any questions on it, if not we just need a motion to accept that audit and allow staff to transmit it to the State.

On MOTION by Mr. Greene, seconded by Mr. Scharich, with all in favor, Accepting the Fiscal Year 2024 audit Report, were approved.

SIXTH ORDER OF BUSINESS

Ratification of Requisition #34 – #35; Consideration Series 2024 Requisitions #36

Mr. LeBrun: This is on page 112 of the electronic agendas. We are looking here for ratification of the series 2024 requisitions #34 - #35 and also consideration of Series 2024 requisition #36. The requisitions are there and also the back up. Happy to take any questions on those, if not just need a motion to ratify and approve.

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On MOTION by Mr. Greene, seconded by Mr. Gorrill, with all in favor, Ratifying Requisitions #34 - #35: and Approving Series 2024 Requisition #36, was approved.

SEVENTH ORDER OF BUSINESS

Ratification of Agreement with Mack Concrete Industries, Inc. for Irrigation Well Improvement Services and Installation of Irrigation Pump Stations

Mr. LeBrun: This is on page 132. George or Rob, do you want to add anything or discuss that?

Mr. Szozda: I don't have anything.

Mr. Flint: You all approved Jim Boyd and solicited bids for this work and was presented at a prior meeting. You all awarded the contract to Mack Concrete. This is just bringing the agreement back for ratification. It has already been executed. This Board gets funded out of the Series 2024 bond issue.

Mr. LeBrun: Any questions on that? Just need a motion to ratify.

On MOTION by Mr. Greene seconded by Mr. Gorrill, with all in favor, the Agreement with Mack Concrete Industries, Inc. for Irrigation Well Improvement Services and Installation of Irrigation Pump Stations, was ratified.

EIGHTH ORDER OF BUSINESS

District Goals and Objectives

A. Adoption of Fiscal Year 2026 Goals and Objectives

Mr. LeBrun: If the Board recalls, last year was the first year that the legislature required CDDs to develop these yearly goals and objectives. On page 153, you will see the proposed goals and objectives for Fiscal Year 2026 during October 1, 2025. These are very similar and identical to the goals that the Board has approved previously for this current fiscal year. That legislative action is still in effect so we are just looking for a motion to adopt those Fiscal Year 2026 goals and objectives.

On MOTION by Mr. Greene seconded by Mr. Scharich, with all in favor, Adoption of Fiscal Year 2026 Goals & Objectives, was approved.

B. Presentation of Fiscal Year 2025 Goals and Objectives and Authorization to Chairman to Execute

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Mr. LeBrun: Similar, this is the presentation of the Fiscal Year 2025 goals and objectives and also looking for authorization for the Chairman to execute. It is on page 157. We have until the end of the fiscal year to make sure all of these goals get accomplished. It looks like we are tracking very well. This is just asking the Board to approve once the fiscal year ends how the Chairman authorizes and execute. We put this on your website to comply with state statute. Any questions on that, if not just look for a motion to authorize the Chairman.

On MOTION by Mr. Gorrill seconded by Mr. Scharich, with all in favor, the Fiscal Year 2025 Goals & Objectives and Authorization to Chairman to Execute, was approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Lazarovich: I don't have too much to report on. The annual legislative update memo effective July 1st. We will bring that back to the next Board meeting and email it out to all of the Supervisors to review. On that subject, there was a change to the notice requirements for rule making hearings. We previously scheduled the rule making hearing for the August meeting. We will need to extend that to September. I look for a motion to reset the hearing to September 11th.

On MOTION by Mr. Gorrill, seconded by Mr. Scharich, with all in favor, Resolution 2025-08 – Reset Rate Hearing to September 11, 2025 Due to New Advertising Requirements, was approved.

Mr. LeBrun: Staff will advertise that in accordance with the new state statute as Jay just mentioned.

B. Engineer

Mr. LeBrun: Steve, do we still have you on the line?

Mr. Boyd: I am here. The only thing I might have is follow up from the last meeting. Bella Collina Dr. had some ponding during big storm events. I went out and looked at it. I sent Rob and Andy an email. I believe the issue there is the outfall where that pipe enters the pond. Sediment is built up around it and impeding the free flow of water out. Recommendation is to clean out that area. We can talk about that in more detail and executing that. It is really wet in there right now so we may just want to wait until rainy season is over to get in there and do that work. I am available to go over that as needed. That is the only thing I had.

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Mr. LeBrun: Thank you Steve.

C. District Manager's Report

i. Approval of Check Register

Mr. LeBrun: You have approval of the check register. This is on page 163. From your general fund you have checks 1535-1539 and total there is \$64,305.23. From your water and sewer fund, you have checks 2444-2460, total there is \$88,247.73. From your water and sewer reserve fund you have check #54 for \$75,057.86. Lastly, your payroll fund, you have checks 50326-50329 and the total there is \$1,847. The grand total for the check register is \$229,457.82. Behind that, you have your line-by-line register that details those checks. Happy to take any questions, if not we just need a motion to approve that check register.

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. LeBrun: You have the unaudited financials through May 31st. There is no action required by the Board, just there for your review and an update as of May 31st for your accounts.

iii. Approval of Fiscal Year 2026 Meeting Schedule

Mr. LeBrun: This starts on page 191. This would be approving the meeting dates for the next fiscal year. It looks like it follows the same schedule that you have now, the second Thursday. George, do you want to add anything on this for the meeting schedule or is it good as presented?

Mr. Flint: It's the second Thursday at 10:00 a.m.

On MOTION by Mr. Scharich, seconded by Mr. Greene, with all in favor, the Fiscal Year 2026 Meeting Schedule, was approved.

iv. SBA Florida PRIME Monthly Summary Report

Mr. LeBrun: The last thing I have is the update, the monthly summary for the Florida Prime investment account. That has the different holdings for each of the accounts there. A monthly update for the Boards review. George, anything else you wanted to add for District Manager?

Mr. Flint: No, thank you.

D. Field Managers Report

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Mr. Szozda: Speaking of storm drains, last month we did have a storm drain back up. We pulled the lid and found one of these filter socks that they put in front of storm drains to stop stuff going down in there. We got that pulled out and cleared up and as a result of that, I have a crew today going through popping storm drain lids doing an inspection to see if we have any other similar issues. I know of at least one other area that I suspect there is something in. We are going to do that today and get through as many as we can and will eventually get through all of them. The roofs have been replaced on the water plants and sewer plants. It looks very nice doesn't it Andy?

Mr. Gorrill: Yes.

Mr. Szozda: Pretty happy with that. One last thing that I mentioned earlier the tough month of grinder station monitors, 32 of them. We were doing well. We had 10, I think 11 the two months previous to that. One thing I failed to mention under the capital expenses, this has always been in the works. We are building a flushing system so that as we get more homes on board and start to see some more of these pressure problems, we will need to go in there and get some high velocity to keep the pipes as free as possible. That will be built in 2026 and we will start probably every year step through areas of concern and do flushing of the system.

TENTH ORDER OF BUSINESS**Other Business**

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS**Supervisor's Requests**

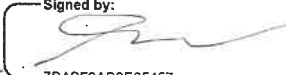
There being no comments, the next item followed.

TWELFTH ORDER OF BUSINESS**Adjournment**

Mr. LeBrun: Is there a motion to adjourn?

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


Secretary/Assistant Secretary

Signed by: 
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Chairman/Vice Chairman