

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 on Thursday, December 11, 2025, at 10:00 a.m. at Sienna at Bella Collina, 16300 County Road 445, Montverde, Florida.

Present and constituting a quorum were:

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

Also present were:

George Flint	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. Flint called the meeting to order.

Mr. Flint: We have three Board members present in person and one on the phone constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Mr. Flint: There are no members of the public other than Board members and staff here.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the November 13,  
2025 Meeting**

Mr. Flint: The next item on the agenda is approval of the minutes from the November 13, 2025 meeting. Did the Board have any comments, corrections, or changes to those minutes? If not, we would ask for a motion to approve those.

On MOTION by Mr. Owen, seconded by Mr. Greene, with all in favor, the Minutes of the November 13, 2025 Meeting were approved, as presented.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2026-02  
Ratifying the Conveyance of  
Improvements**

Mr. Flint: Item four is Resolution 2026-02, ratifying the conveyance of real property and improvements.

Mr. Lazarovich: The Board may recall at the last meeting you approved a requisition from the developer for about \$300,000 subject to Bond Counsel review. We've conferred with Bond Counsel and we don't believe there's any issue with this reimbursement. We have put together the conveyance documents to transfer the electrical improvements from the developer to the CDD, and then the CDD to Duke Energy. We have two bill of sales, Certificate of District Engineer, and owner's affidavit. It's our standard form conveyance documents. We're just looking for ratification.

Mr. Flint: Is there any real property or is it just improvements?

Mr. Lazarovich: It's just improvements.

On MOTION by Mr. Greene, seconded by Mr. Owen, with all in favor, Resolution 2026-02 Ratifying the Conveyance of Improvements, was approved.

**FIFTH ORDER OF BUSINESS**

**Ratification Items – Modified**

**A. Series 2024 Requisitions #49-#51**

Mr. Flint: The first ratification item is the Series 2024 requisitions #49 through #51. These are in your agenda. Requisition #49 starts on page 25 of the pdf; that's for EMI consulting specialties. The District has a contract with them related to the electrical for the irrigation pumping system. Requisition #50 is for Boyd environmental for \$8,333.70. Requisition #51 is payable to DCS real estate investments for the \$109,734.44 related to the resolution you just approved, and these were signed by the District Engineer and by me as a responsible officer, and we're asking the Board to ratify these. Are there any questions on the requisitions?

On MOTION by Mr. Greene, seconded by Mr. Scharich, with all in favor, Series 2024 Requisitions #49-#51 were ratified.

**B. Agreement with DPR Excavation, Inc. for Volterra Point Drainage Repair**

Mr. Flint: The next item is an agreement with DPR Excavation, Inc. for Volterra Point drainage repairs.

Mr. Boyd: This agreement relates to conversations we've had in prior months about the work that needs to be done on Volterra Point to facilitate some corrections to the drainage system in the way it's not functioning properly at this time. I'm available to answer any specific questions anybody might have.

Mr. Flint: The agreement is with DPR excavation. They do other work in the development. We thought the proposal was very competitive. It's attached for review and the total cost is \$46,000. It doesn't include surveying, compaction, testing, those kinds of costs. It's the construction costs. Are there any questions on the proposal or the agreement? Is there a motion to ratify it?

On MOTION by Mr. Scharich, seconded by Mr. Green, with all in favor, the Agreement with DPR Excavation, Inc. for Volterra Point Drainage Repair, was ratified.

**C. Agreement with American Surveying & Mapping, Inc. for Volterra Point & Vetta Drive Drainage Pipes – Added**

Mr. Flint: Related to the same project is an agreement with ASM for Volterra, and there's another project on Vetta Drive that is a similar situation. This would cover the surveying and mapping related to both projects, and this was added to your agenda. Are there any questions on the proposal with ASM?

On MOTION by Mr. Greene, seconded by Mr. Scharich, with all in favor, the Agreement with American Surveying & Mapping, Inc. for Volterra Point & Vetta Drive Drainage Pipes, was ratified.

**D. Proposal from UES Professional Solutions, LLC for Bella Collina West Drainage Improvements**

Mr. Flint: This proposal from UES is again related to the same project and costs that are not covered under the contractor's agreement.

On MOTION by Mr. Greene, seconded by Mr. Scharich, with all in favor, the Proposal from UES Professional Solutions, LLC for Bella Collina West Drainage Improvements, was ratified.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Lazarovich: No major updates for the Board this month. Just another reminder that the ethics training is due by the end of the year, so if you haven't completed it, just get it done by December 31<sup>st</sup>.

**B. Engineer**

Mr. Flint: Steve, do you have an update for the Board?

Mr. Boyd: I don't have anything to add.

**C. District Manager's Report**

**i. Approval of Check Register**

Mr. Flint: You have the check register from November 1<sup>st</sup> through November 30<sup>th</sup> for the general fund, water and sewer fund, water and sewer capital reserve and the Board compensation, that totals \$301,028.01. Are there any questions on the check register?

On MOTION by Mr. Scharich, seconded by Mr. Greene, with all in favor, the Check Register, was approved.
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**ii. Balance Sheet and Income Statement**

Mr. Flint: And then you have the unaudited financials through the end of October. If the Board has any questions, we can discuss those. There's no action required.

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

Mr. Flint: We also have the SBA monthly report. That's the investment account that's operated by the Governor that the District invests its funds.

**D. Field Managers Report**

**i. Consideration of Proposals for Sewer Line Flushing Assembly**

Mr. Flint: Under Field Manager's report we have two items. The first is the sewer line flushing assembly. Two proposals were received, one from RCM and the other from Utility Repair Experts. These are two vendors we primarily use for our transmission, distribution, collection, work, non-plant related.

Mr. Szozda: We're seeking the approval of the RCM proposal on a not to exceed. RCM is basically our primary contractor. They're likely to be the one that helps with the flushing process and they're very knowledgeable. We believe there would be a better fit if we awarded to them.

Mr. Flint: There are two main differences in the proposals. The RCM trailer is a little bit smaller than UREs, but one of the main cost differences is URE doesn't have the hoses and that's 620 feet, so it would be almost \$6,000. What we would like to recommend is not to exceed based on RCM's proposal, but we want to go back and ask them if they'll upgrade their trailer and sharpen their pencil a little bit on their costs.

Mr. Flint: We think this is the right approach. Last year, we were using back trucks and it was a very expensive process to flush those lines, and this will allow us to be able to do it.

Mr. Szozda: We're still seeing some issues so we're going to go back and flush and then additionally, you've previously approved ARVs. RCM is going to start their installation probably next week and ARV should help the situation as well, but we are still looking to solve that.

Mr. Flint: Are there any questions on those two proposals? Is the Board okay with approving a not to exceed based on RCM's proposal, with the understanding that we're going to try to negotiate that down a little bit and also upgrade the trailer?

On MOTION by Mr. Scharich, seconded by Mr. Greene, with all in favor, the Proposals for Sewer Line Flushing Assembly NTE RCM's Proposal Cost, was approved.

**ii. Consideration of Proposals for WWTP Wall Repair – ADDED**

Mr. Flint: The next proposal deals with wall repairs at the wastewater plant.

Mr. Szozda: A little history, we went out for four bids to various contractors and we narrowed down to two. George asked me to check with another one of our utility repair vendors in Ocala. We believe his work is similar to Excel, except he is putting up 20 years uncontested warranties. We struggle to get five years out of everybody else. So we're going to entertain that, he's coming over today to look at the plant and then provide a proposal. We put \$120,000 into the budget for tank wall repair as one of several steps that need to be taken to fix the tank walls at the sewer plant. The leakage has been identified under DEP inspections. We were told to correct it in 2023 and we attempted it from the outside but it didn't work. They continue to leak. So the solution, or path forward, is going to be a multi-year approach that seals it from the inside, and the products that are that are proposed here are sealing from the inside. I think they're all good products. I

wouldn't be afraid to choose any one of them. I don't know the price. I think it'll be a minimum of three steps of \$120,000 probably to fix over the next three years. I'm looking to get them not to exceed on what is budgeted this year.

On MOTION by Mr. Greene, seconded by Mr. Scharich, with all in favor, the Proposals for WWTP Wall Repair Not to Exceed \$120,000, was approved.

Mr. Szozda: Also a reminder that the rate study goes into effect January 1. We got a notice from St. John's River Water Management District and we sent in a corrective action plan. We have no feedback on that to this point, we are now within that corrective action plan, sending monthly notices for everybody that exceeds their usage. We'll progressively tell them about the penalties that come with not complying. A couple of smaller items, our generators continue to be a challenge, but I think they're all corrected at this point. The propane generator on Well 1 on Pine Island has used a lot of fuel. It ends up that the ATS wasn't switching back and forth. It had a leak one time, we fixed the leak, and then it kept using fuel. We found out it was continuing to run. The ATS wouldn't switch back. The ATS has been replaced. It should be in good shape. The generator for the lift station tennis court continues to creep up towards going to the field. We're down to the subcontractor needing a PE stamp on his electrical drawings. Steve has finally jumped in on the on the civil side of the drawings to push that forward. Steve and I talked to the guy yesterday and gave him a vendor recommendation. Regarding the booster pump station, everything is in place now for the booster pump station, for the new lots up on the hill. The meters are in place. That is the last thing for us to go into testing. We're waiting for Watertronics to give us a date to start testing, and then as soon as testing is completed, we'll take over operation of that booster pump. Then we'll have to start some sort of flushing system to make sure the water doesn't go stale up there once we place that in service.

**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**

Mr. Flint: Is there a motion to adjourn the meeting?

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

  
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Secretary/Assistant Secretary

  
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Chairman/Vice Chairman