

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, February 12, 2026 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
David Burman	Vice Chairman
Duane Owen	Assistant Secretary
Andy Gorrill <i>by phone</i>	Assistant Secretary
Jeremy Spry	Appointed as 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 do have three Board members physically here, one on the phone.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Mr. Flint: Next is the public comment period. Hearing no comments, we will move on to the next item.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

**A. Acceptance of Resignation of Rick Scharich and Appointment of Individual to Fulfill the Board Vacancy with a Term Ending November 2028 (GE Seat)**

Mr. Flint: Under organizational matters you have acceptance of the resignation of Rick Scharich. Is there a motion to accept his resignation?

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On MOTION by Mr. Greene, seconded by Mr. Owen, with all in favor, the Resignation of Rick Scharich, was accepted.

Mr. Flint: Any time there is a vacancy during the term of office, the remaining Board members appoint their replacement through the end of that term. That seat has a term through November of 2028. Are there any nominations to fill the vacancy?

Mr. Greene: I would like to nominate Jeremy Spry to fill that vacant seat.

On MOTION by Mr. Greene, seconded by Mr. Burman, with all in favor, Appointing Jeremy Spry to Fulfill the Board Vacancy with a Term Ending November 2028, was approved.

**B. Administration of Oath of Office to Newly Appointed Board Member**

Mr. Flint: Jeremy, I've provided you the Oath of Office form. As a citizen of the State of Florida and of the United States of America, and as an officer of the Bella Collina Community Development District, and a recipient of public funds as such officer, do you hereby solemnly swear or affirm that you will support the constitution of the United States and of the State of Florida?

Mr. Spry: I do.

Mr. Flint: If you wouldn't mind printing your name at the top and then sign where it says Board Supervisor. The next sheet is just informational from our office. As a Board member, you're entitled under Chapter 190 to receive compensation of \$200 a meeting, so there's a W-4 and an I-9 form. Those would need to be filled out and sent to my office. We can accept a PDF. We don't need the originals. We discussed prior to the meeting your obligations as a public official and how that relates to Sunshine Law, Public Records Law, and financial disclosure. The initial financial disclosure must be filed within 30 days of today. Once we get your information, we'll enter it into the Commission on Ethics website that will generate an email to you, and you can go ahead and do that online.

Mr. Lazarovich: We will follow up after the meeting with an email that has a bunch of memorandums and presentations.

Mr. Spry: Okay, thank you.

**C. Consideration of Resolution 2026-03 Electing an Assistant Secretary**

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Mr. Flint: The next item is Resolution 2026-03. We prepared a resolution to elect the appointed Board member as an Assistant Secretary. If that's the Board's pleasure, you can make a motion to approve it.

On MOTION by Mr. Burman, seconded by Mr. Owen, with all in favor, Resolution 2026-03 Electing Jeremy Spry an Assistant Secretary, was approved.

**FOURTH ORDER OF BUSINESS**

**Approval of Minutes of the December 11, 2025 Meeting**

Mr. Flint: Item four is approval of the minutes from your December 11, 2025 meeting. Those were provided to you in your agenda. If there are any comments or questions on those, we can discuss them. Hearing no changes, is there a motion to approve the minutes?

On MOTION by Mr. Greene, seconded by Mr. Burman, with all in favor, the Minutes of the December 11, 2025 Meeting, were approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Change Orders #1 – #2 with Mack Concrete Industries, Inc.**

Mr. Flint: Item five is consideration of change orders #1 and #2 with Mack Concrete Industries, Inc. I believe we talked about change order #1 previously. This change order is for \$9,056.88.

Mr. Burman: Is that for the stump?

Mr. Flint: Yes. It includes stump grinding, fill, and dumpster. When they were excavating as part of that project, they found a very large oak tree stump under the ground surface. This generated a change order to be able to remove that stump. This was reviewed and approved by Jim Boyd as well.

On MOTION by Mr. Greene, seconded by Mr. Owen, with all in favor, Change Order #1 with Mack Concrete Industries, Inc., was approved.

Mr. Flint: Then change order number #2, this just came up. This is for \$14,443.10. When they were preparing to build pump station 2, they started exploratory excavation. They found that there is an 8 inch reclaim line. It ran through right where the retaining wall is to be located for that pump station, and the as-builts actually showed that line in a different location. It was not

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anticipated that would be an issue and then through excavation they found it. I did negotiate them down on this. Their initial price was higher. Are there any questions on the change order? There's a significant contingency when we issue bonds for this project. These change orders won't impact the viability of the project.

Mr. Burman: Andy, you may want to jump in here. There's another component. You had some control wires running through there as well and that's being handled separately. Is that true? There may be just a little bit more of a component to this that we discussed earlier this week.

Mr. Flint: Who's going to handle that?

Mr. Burman: Andy was.

Mr. Flint: The POA?

Mr. Burman: Yes, the POA.

On MOTION by Mr. Greene, seconded by Mr. Owen, with all in favor, Change Order #2 with Mack Concrete Industries, Inc., was approved.

**SIXTH ORDER OF BUSINESS**

**Ratification of Series 2024 Requisitions #52 - #54; Consideration of Series 2024 Requisitions #55 - #56**

Mr. Flint: Next is ratification of the Series 2024 Requisitions #52, #53 and #54, and then consideration of Requisitions #55 and #56. These requisitions are all for the surface water irrigation project funded from the bond funds. The first three have been signed by the District Engineer and myself on behalf of the District and transmitted to the Trustee for payment. Then Requisition #55 and #56 are for approval by the Board. If there are any questions on any of the requisitions, we can discuss those. Are there any questions? If not is there a motion to ratify #52 through #54 and approve #55 and #56?

On MOTION by Mr. Greene, seconded by Mr. Burman, with all in favor, Ratifying the Series 2024 Requisitions #52-#54; and Approving the Series 2024 Requisitions #55 - #56, was approved.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Water Control System Agreement with Service Solutions South, Inc.**

Mr. Flint: The next item is the water control system agreement with Service Solutions South, Inc.

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Mr. Szozda: Just to remind everybody that what we approved previously, the replacement of the PLC at Hillcrest, it did not have remote control capabilities. That's going through replacement and then remote control capabilities. The ones at Pine Island for the water plant and the sewer plant are more modern. We can basically bolt on remote control capabilities to it and it's \$6,000 and some change to do that. It is much, much cheaper than the replacement PLC. I'm going to say probably within the next two months, we'll have at least complete remote capabilities for all three plants.

Mr. Flint: Are there any questions on the proposal or the agreement? The agreement was prepared by counsel and the proposal is attached. The total is \$6,023.

Mr. Burman: There's already internet in the facility?

Mr. Szozda: Yes, we ran that in November.

Mr. Flint: They have fiber out there.

Mr. Szozda: Yes, they do.

On MOTION by Mr. Burman, seconded by Mr. Greene, with all in favor, the Water Control System Agreement with Service Solutions South, Inc., was approved.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Flint: Staff reports. Attorney, Jay.

Mr. Lazarovich: Not too much this month. We wrapped up a few agreements with Rob. I believe we brought it up at the last meeting, we received comments from one of the vendors. It was substantial to basically straight from our typical government contract form, we were able to negotiate our standard form with them. That should be finalized now. Otherwise, if you have any questions, I can answer those.

**B. Engineer**

Mr. Flint: Okay. Engineer, Steve, anything for the Board?

Mr. Boyd: Just a quick update. The drainage work we've been talking about for the past few months on Volterra has been completed. I'll be doing a final site inspection on that next Wednesday and then that one will be closed out. That's all I have for the Board.

**C. District Manager's Report**

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**i. Approval of Check Register**

Mr. Flint: You have approval of the check register from December 1, 2025 through January 31, 2026 for the general fund, general fund reserve, water sewer fund, water sewer fund reserve and Board compensation. It totals \$2,172,166.61 The detailed register is behind the summary, if there's any questions on it. A lot of these checks just represent moving the debt service assessment revenue from the District's operating account to the trustee, so anywhere you see Bella Collina CDD "care of Regions Bank" that's just moving that debt service assessment revenue received from the County to the Trustee to pay debt service. It's not a true expense. It's really just a transfer of funds. Any questions on the check register?

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

**ii. Balance Sheet and Income Statement**

Mr. Flint: We also have the unaudited financials through December 31, 2025. There's no action required by the Board. If the Board has any questions on these, we can discuss them.

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

Mr. Flint: We've included the monthly summary report for the Florida PRIME, which is the investment pool run by the State Board of Administration. The District uses it to invest its idle funds, just for information purposes.

**D. Field Managers Report****i. Consideration of Proposal for WWTP Tank Wall Clarifier #1 – Added**

Mr. Flint: Field Manager's Report, Rob?

Mr. Szozda: We'll start with the consideration of the proposal for the wastewater treatment plant coating of the clarifier. In December we approved the not to exceed for coating the walls. Of course, they're leaking. This is part of the FDEP report from 2023 and then it was re-identified this year that the walls really need to be repaired. We got proposals. I budgeted \$120,000 not knowing exactly what the bids were going to come in. It was going to be a matter of how many tanks we could do, so we ended up wanting to do half the far end, which is two aeration tanks and the clarifier. I didn't have the final bid in when we approved it, it came in about \$139,000, so we broke it into two. So, \$100,000 for the two aeration tanks and then \$39,000 for the for the clarifier.

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I'm looking to get that done so we can get at least half coated. The good news is one of the aeration tanks is right now fully coated. They're on the second one. We're making good progress. We're going to coat the tanks and then monitor for the next year, then probably go through this again next year for the other half of the train. Eventually we'll get to the digester and also to the surge tank which are not leaking as bad as the aeration tanks and the clarifier.

Mr. Flint: If you remember, we solicited multiple proposals for that work and RCM was by far the lowest bid on this. So even though they were \$19,000 over the budgeted amount, which was just a budget, the cost is still very competitive. Because you approved a not to exceed of \$120,000, we entered into the agreement for the first two tanks, which totaled \$99,000. And we're bringing back this additional proposal for \$39,000 to do the clarifier. Are there any questions on the proposal? If not, is there a motion to approve it?

On MOTION by Mr. Greene, seconded by Mr. Burman, with all in favor, the Proposal for WWTP Tank Wall Clarifier #1, was approved.

Mr. Lazarovich: We should get that agreement to you by the end of the week.

Mr. Szozda: A handful of other things to go through. Just a reminder, we had a corrective action plan that had to be submitted to St. John's River Water Management District for usage of water. I'm going to say we're two or three months into that corrective action plan. We sent out lots of notices to people for overuse and got lots of feedback. I'm going to be optimistic that corrections are being made by residents. The POA is engaged. ITS is engaged. I think that it's going as well as it can. There will be some people that probably refuse to comply, and we'll deal with that when we get closer to it. Other things here, we've also previously approved the installation of seven ARVs. Four of those ARVs have been installed, three are in the submittal process and one will probably be installed over here over the next couple months. The generator for the lift station near the tennis court, I got the drawing yesterday. So, they kind of got in motion. It needed a PE-stamped electrical drawing for the permit to go through. I received that drawing yesterday. It seems like the company is now motivated to get that in place way, way overdue. Luckily we didn't have any hurricanes last year, but still it's moving forward at this point. Hilltop project, I don't think Steve mentioned it, but testing is complete for the process itself. We have to do hydrant testing next week. Again, this is back on the contractor. We will witness it and so will the county. After that, I believe the entire system should be able to be transferred over to the CDD. We did deal with some

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stuff during the freeze. We ended up draining the system and then also insulating some of the sewer whips that are sticking up like icicles waiting to be frozen. So, we ended up with no freezes. The system has been recharged and is ready to be placed back in service. The instrument cabinets that were approved previously on a bigger upgrade for the sewer plant, those are in. I was talking to George before the meeting, we're going to be coming back with some proposals for the chlorine monitors. The water is monitored, is treated and as it exits, those are older monitors, we'll get new cabinets. We thought it would be good to get those in place and have a reliable system for monitoring chlorine on the discharge side. We did have a water outage Monday of this week. Boil water notices went out. They're going to be released. The sample results should be in at noon today, so we'll take that off. One of the valves wouldn't close all the way, so we had to take some actions to relieve some pressure. We got the new valve in, so we now have an isolation valve for the club. They've come up to speed to the requirements for backflow prevention. They put in new backflow preventers which failed previously.

Mr. Flint: Just to clarify, that was a planned outage because the backflow preventer at the club needed to be replaced, and it couldn't be isolated. There were some homes along Ravenna Court. Those homes, because we couldn't isolate the club, we planned it between 11:00 p.m. and 4:00 a.m. It ended up only taking a couple hours to actually do. We had to valve off and the pressure was reduced below 20 PSI for those homes. We had to issue a boil water notice. It was a planned boil water notice. We sent out a notification to all the homes a few days in advance letting them know that this was going to be occurring. So, it wasn't a surprise like boiled notices usually are. This is something that was planned. They're a couple precautionary boiled water notices. And even though we don't believe there's any issue, we're required to issue those. And then what happens is once that's issued, a water sample is taken. I think a second water sample is taken. It's usually two or three days before the boil water notice is rescinded. So, I think it will be rescinded today, assuming that class sample comes back good.

Mr. Szozda: There was a light pole that was knocked down over at the water plant at Pine Island. Nobody ever confessed to doing it, so we ended up replacing it and we did file that with insurance. For the new irrigation system, we already talked about the rerouting of the thing, but the completion date is still about 33% complete. June 10<sup>th</sup> is still the date on the schedule. Operational, probably mid-July. That'll invoke the second part of the rate study we did where the rates then change again and then the sewer cap comes off for all the residents. I'll give you one

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more note. Lots of work was done, sparing you guys all the details here. Flushing trailer is under construction. We are going to start system flushing after that is built. I picked up the trailer this morning. RCM was awarded the contract. They're in the submittal process. You'll probably have that flushing trailer in the next 60 days and then shortly after that we'll start flushing the system. I'm trying to think here. We got lots of stuff coming at us still.

Mr. Flint: I'll just mention on the freeze, we didn't have any system issues as a result of the freeze. Primarily, the issues that we had with homes are homes that have water meters that are one inch or larger that have an above ground backflow preventer. In some instances, backflow preventers froze and the seals release on those and they lose water pressure. So, we got some phone calls. I think all the phone calls we had were probably related to the backflows. The backflows are owned by the homeowners, not the CDD. We did send out notices via Constant Contact in advance of the freeze. Part of that notice was "Please make sure you're protecting your backflow preventers and any other exposed pipes". Not everyone is on that system. We're working to improve it, so we do have everybody on the Constant Contact. But all the people that filled out the form and chose to be added have been added into the network settings notices. I think on one day, at least two or three of the people that called in that had the backflow preventer issue, they happen to be people that did not sign up for the notice.

Mr. Szozda: Let me talk briefly about grinder stations because we are definitely making progress. I think I mentioned a year ago in December we had 30 alarms in December. This December we had six alarms. January we had, I'm going to say extensively, five alarms. We still get calls about, "*hey, my toilets aren't flushing.*" We'll get out there and the grinder station's fine. So, we had three of those in the month of January. We had about basically five other alarms. The RPM program is paying off. We're cleaning stuff before, not waiting for it to fail. The ones that happened, there was one torn stator that's typically a pressure issue that we're working with the ARVs and the flushing, but everything else was grease or floats or things that are preventable through the PM program. We're not even halfway through the homes yet, but saw a very noticeable decline in alarms, which is good.

#### **NINTH ORDER OF BUSINESS**

#### **Other Business**

There being no comments, the next item followed.

#### **TENTH ORDER OF BUSINESS**

#### **Supervisor's Requests**

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There being no comments, the next item followed.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

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

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

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*George Flint*

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Secretary/Assistant Secretary

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*[Signature]*

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Chairman/Vice Chairman