

MINUTES OF MEETING
BELLA COLLINA
COMMUNITY DEVELOPMENT DISTRICT

The Regular Meeting of the Bella Collina Community Development District was held Thursday, July 13, 2017 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 (by phone)
Andrew Gorrill	Assistant Secretary
DeWitt Holt III	Assistant Secretary (by phone)

Also present were:

George Flint	District Manager
Andrew d'Adesky	District Counsel
Jeff Einhouse	District Engineer
Brian Smith	Field Manager

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order.

SECOND ORDER OF BUSINESS

Public Comment Period

There being none, the next item followed.

THIRD ORDER OF BUSINESS

**Approval of the Minutes of the April 13,
2017 Meeting**

Mr. Flint: Does the Board have additions, deletions, or corrections to the minutes?

On MOTION by Mr. Greene, seconded by Mr. Burman, with all in favor, the minutes of the April 13, 2017 meeting were approved.

FOURTH ORDER OF BUSINESS

Review and Acceptance of Fiscal Year 2016 Audit Report

Mr. Flint: The good news is, the restructure of the utility bonds has resolved any of the prior audit findings. You'll see, starting on page 38, the management letter. On the bottom of page 38 you have Finding 2011-01 and then at the top of 39 you have Finding 2011-02. Both of those were resolved by the restructuring of the utility bonds.

On MOTION by Mr. Burman, seconded by Mr. Greene, the Review and Acceptance of Fiscal Year 2016 Audit Report was approved.

FIFTH ORDER OF BUSINESS

Public Hearings

A. Consideration of Resolution 2017-07 Adopting the Fiscal Year 2018 Budget and Relating to the Annual Appropriations

Mr. Flint: This item is a consideration of adopting the Fiscal Year 2018 budget. You have Resolution 2017-07 adopting the proposed budget. The budget is attached, there is one page that I handed out that will be replaced. That is the special assessment debt service page. There was a prepayment in May that we had to redo the schedule because of. That's the only change. Are there any questions on the budget? I think Brian has been looking at the utility system, and you had a meeting earlier this week.

Mr. Smith: Yes, we had a good meeting. We went through the whole thing with him and with Jim Boyd as well. We went through the waste water system plan, and he is creating his report. Overall, it looked like it was operating very well. There are just some minor maintenance issues that need to be taken care of, outside of that it looks very good.

Mr. Flint: It won't necessarily impact what you're going to adopt today but there may be some maintenance and some capital items that will be coming back to you.

Mr. Smith: I think it is already covered in the budget.

Mr. Flint: Page 15 shows some of the proposed improvements for the utility system. The projected expenses for next year are \$53,000 which is for a clarifier and a pump replacement. There are some other identified improvements in the current year that total \$95,500. We'll have to get an update on where we are at with those.

On MOTION by Mr. Burman, seconded by Mr. Greene, Resolution 2017-07 Adopting the Fiscal Year 2018 Budget and Relating to the Annual Appropriations was approved.

B. Consideration of Resolution 2017-08 Imposing Special Assessments and Certifying an Assessment Roll

Mr. Flint: Next item is Resolution 2017-08 Imposing the Special Assessments related to the budget you just approved. That budget will be attached as well as the assessment roll to this resolution. Are there any questions?

On MOTION by Mr. Greene, seconded by Mr. Gorrill, with all in favor, Resolution 2017-06 was ratified.

SIXTH ORDER OF BUSINESS

Acceptance of 2017 Annual Inspection Report for Hillcrest Storm Water Management Systems

Mr. Flint: Jeff do you care to elaborate on this?

Mr. Einhouse: Yes, as you'll see in the report overall the system looks good. There are a few minor areas in the structure that need some maintenance. It has happened in the past years and Brian and I are going to get with staff and make sure they understand what needs to be done there. Overall, the system looks good.

Mr. Flint: Is this inspection report a continuing obligation under the permit?

Mr. Einhouse: It is an annual requirement, yes.

On MOTION by Mr. Greene, seconded by Mr. Burman, the 2017 Annual Inspection Report for Hillcrest Storm Water Management Systems was accepted.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. d'Adesky: I don't have any new items for you. The only continuing item is the petition. We are still working with the engineer, developer, and manager to sign off on those items. Once those are signed off we will send those over. We have already called the state to let

them know it is coming, and we informed them of what exactly it is and the scope of it. It should be processed as quickly as they can. I'll try to schedule a call within the next week to get a status update on where that is. We want to get this done quickly so we can get this last property assessed as soon as possible.

B. Engineer

Mr. Einhouse: I don't have anything else.

C. District Manager's Report

i. Approval of Check Register

Mr. Flint: This is a summary of the checks for the month of April and then the May through June check register. The April check register totals \$27,941.45. The May through June totals \$167,465.36. The detailed register is behind the summary. Are there any questions?

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

ii. Balance Sheet and Income Statement

Mr. Flint: This is through May and there is no action required. If the Board has any questions we can discuss those. We are still about \$14,000 short on our special assessments and that is fairly typical. There will be some late payments or tax certificate sales that will bring in the balance of that.

iii. Presentation of Number of Registered Voters – 54

Mr. Flint: We are at 54 registered voters. Once we hit 250 then the Board will start transitioning. It looks like we have a while.

iv. Presentation of JLAC Correspondence

Mr. Flint: We received a letter from the Joint Legislative Auditing Committee because of the prior findings that were in the annual audit related to the utility default. We responded and basically because of the restructuring those issues have been resolved. The letter and response

are in your package. We shouldn't get those letters in the future unless there is some other issue that we are unaware of.

Mr. d'Adesky: This is a standard process for us at this point. They send the letter and we respond and nothing comes of it after that most likely.

v. SBA Florida PRIME Monthly Summary Report

Mr. Flint: This is just for informational purposes. Any questions on that information?

EIGHTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

NINTH ORDER OF BUSINESS

Supervisor's Requests


There being none, the next item followed.

TENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Burman, seconded by Mr. Greene, with all in favor, the meeting adjourned at 10:17 a.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman
RANDOLPH F. GREENE