

# TERRA BELLA COMMUNITY DEVELOPMENT DISTRICT

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March 5, 2019 Minutes of the Regular Meeting

## Minutes of the Board of Supervisors Meeting

The Regular Meeting of the Board of Supervisors for Terra Bella Community Development District was held on **Tuesday, March 5, 2019 at 6:30 p.m.** located at the Terra Bella Area Pool located at 2266 Via Bella Blvd. Land O' Lakes, FL 34639.

### 1. CALL TO ORDER

Nicole Hicks called the Regular Meeting of the Board of Supervisors of the Terra Bella Community Development District to order on **Tuesday, March 5, 2019 at 6:30 p.m.**

#### Board Members Present:

Mark Hardee	Chairman	
Frank Tiberio	Vice Chairman	
Kevin Riggs	Supervisor	
Michelle Cummings	Supervisor	<i>arrived at approximately 6:35 p.m.</i>
David Franklin	Supervisor	

#### Staff Members Present:

Nicole Hicks	Meritus	
Vivek Babbar	District Counsel	<i>via conference call</i>

There were no residents in attendance.

### 2. AUDIENCE QUESTION AND COMMENT ON AGENDA ITEMS

There were no audience questions or comments on agenda items.

### 3. BUSINESS ITEMS

#### A. Consideration of Resolution 2019-04; Designating Officers

The Board discussed the resolution. Supervisor Hardee said he is fine with leaving things as is, with Supervisor Hardee to serve as Chair, and Supervisor Tiberio to serve as Vice Chair. The remaining Supervisors would be Assistant Secretaries.

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MOTION TO:	Approve Resolution 2019-04 with Supervisor Hardee as Chair, Supervisor Hardee as Vice Chair, and the remaining Board members as Assistant Secretaries.
MADE BY:	Supervisor Tiberio
SECONDED BY:	Supervisor Hardee
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

*Supervisor Cummings arrived at the meeting.*

**B. Discussion on Draft Landscaping Contract**

Supervisor Hardee said he would like to put all of the work on a schedule and make sure the contract would include a termination clause. Supervisor Tiberio wanted to make sure the Board was aware that LMP is subbing out work for the flowers and mulch. There was some discussion on what would happen if the work was not performed or performed correctly, and what the ramifications would be. Supervisor Hardee will work with District Counsel on the contract.

**C. Consideration of Resolution 2019-05; Landscaping Committee**

Mr. Babbar explained the resolution. The Board discussed.

MOTION TO:	Approve Resolution 2019-05.
MADE BY:	Supervisor Tiberio
SECONDED BY:	Supervisor Hardee
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

**D. Discussion on Paver Repair**

The Board discussed the areas they would like to receive pricing for and what the focus should be. Supervisor Franklin asked how long it took for the pavers to deteriorate to the current condition. The Board discussed what they would like to ultimately do with the pavers. Supervisor Hardee would like to do stamped concrete. The Board also discussed the problem of speeding and if they would like to purchase an additional speed sign.

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MOTION TO:	Purchase on additional speed sign.
MADE BY:	Supervisor Tiberio
SECONDED BY:	Supervisor Cummings
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 5/0 – Motion passed unanimously

**E. Discussion on Street Parking**

Supervisor Hardee said he met with the head of the HOA, and they are not interested in taking over the street parking. The Board discussed the issue with street parking and how they would like to proceed. Supervisor Hardee said he would like to gather more information before they agree to do anything. Supervisor Riggs said the CDD does not have any mechanism to enforce the no street parking. Supervisor Tiberio said something needs to be done.

**F. Discussion on Audit and Audit Committee**

Supervisor Riggs would like to have official Audit Committee meeting to review and approve the audit prior to submitting it. Mr. Babbar discussed the statutory requirements of the Audit Committee. The Board continued to discuss. Mr. Babbar will form a formal resolution stating that the Audit Committee is to review the audit prior to the final submission. Management will advertise for an Audit Committee meeting at the next CDD meeting.

**G. Discussion on Pond Aerator**

Supervisor Tiberio said the aerator is up and running and there is already a huge improvement to the condition of the pond.

**H. Discussion on Terracina Court Drainage**

The Board discussed the survey results and the next steps. They are willing to have the District Engineer draw up sketches if the cost is \$500 or less.

**I. Discussion on Entry Landscape Lighting**

Ms. Hicks provided an update on the work that was completed and cost to repair the remaining lights. The Board discussed and decided they would like to move forward with the repair. If the electrician has to replace any fixtures, the Board would like for them to sit a couple of inches higher than the mulch.

**J. General Matters of the District**

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**4. CONSENT AGENDA**

**A. Consideration of the Board of Supervisors Meeting Minutes February 5, 2019**

The Board reviewed the minutes and noted a correction to who made and seconded the motion on page 18.

MOTION TO:	Approve the February 5, 2019 minutes.
MADE BY:	Supervisor Tiberio
SECONDED BY:	Supervisor Riggs
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

**B. Consideration of Operations and Maintenance Expenditures January 2019**

The Board went over the January 2019 O&Ms.

MOTION TO:	Approve the January 2019 O&Ms.
MADE BY:	Supervisor Tiberio
SECONDED BY:	Supervisor Cummings
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

**C. Review of Financial Statements Month Ending January 31, 2019**

**D. Review of District Trust Accounts**

The Board reviewed and accepted the financials. Supervisor Riggs said the capital reserve account has not been changed to show the equity section.

**5. STAFF REPORTS**

- A. District Counsel**
- B. District Engineer**
- C. District Manager**
  - i. Action Item List**
  - ii. LMP Inspection**

Ms. Hicks went over the management reports.

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165 **6. SUPERVISOR REQUESTS**  
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167 Supervisor Hardee went over that the Board discussed management services and then highlighted  
168 some of the topics. The Board talked about wanting management to reach out to additional  
169 contractors to obtain proposals. The Board also discussed internal controls for accounting and  
170 said that a minimum, they would like for management to do a site visit prior to the CDD  
171 meetings.

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174 **7. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**  
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176 There were no audience questions or comments.

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179 **8. CONTINUANCE TO EXECUTIVE SESSION**  
180 **A. District Management Services**  
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182 The Board continued to hold the meeting after allowing all staff and consultants to depart. The  
183 Executive Session remained open to the public. The Board proceeded to discuss some of the  
184 District's vendors and services provided. No actions or votes were taken by the Board during the  
185 Executive Session portion of the meeting.

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188 **9. ADJOURNMENT**  
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190 The meeting was adjourned.

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193 \*These minutes were done in summary format.

194 \*Each person who decides to appeal any decision made by the Board with respect to any matter  
195 considered at the meeting is advised that person may need to ensure that a verbatim record of the  
196 proceedings is made, including the testimony and evidence upon which such appeal is to be based.

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198 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed  
199 meeting held on 4.2.19.

200 [Signature]

201 Signature

202 MARK HARDEE

203 Printed Name

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205 Title:

206  Chairman

207  Vice Chairman

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[Signature]

Signature

Nicole Hicks

Printed Name

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207 Title:

208  Secretary

209  Assistant Secretary

Recorded by Records Administrator

[Signature]

Signature

4.18.19

Date

