

**MINUTES OF MEETING
BAY LAUREL CENTER
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Bay Laurel Center Community Development District was held on Tuesday, October 21, 2025 at 10:00 a.m. at Circle Square Commons Cultural Center, 8395 S.W. 80th Street, Ocala, Florida.

Present and constituting a quorum were:

Kenneth D. Colen	Chairman
Paul Brunner	Vice Chairman
John Gysen	Assistant Secretary
William D. McLeod	Assistant Secretary

Also present were:

George Flint	District Manager
Jerry Colen	District Counsel
Rachel Wagoner	District Counsel
Bryan Schmalz	BLCCDD
Crystal House	BLCCDD
Megan Brobst	OTOW
Guy Woolbright	OTOW
Robert Szozda	GMS
Residents	

FIRST ORDER OF BUSINESS

Roll Call

Mr. Kenneth Colen called the meeting to order at 10:00 a.m. and Mr. Flint called the roll. All Supervisors were present with the exception of Mr. Stepp.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Kenneth Colen: Alright, Public Comment Period. Does anybody have anything that they would like to tell the Board? Hearing none, I will close the Public Comment Period.

THIRD ORDER OF BUSINESS

Notice of Meeting

Mr. Kenneth Colen: We have the notice of the meeting under Tab 2. It was published according to what we are supposed to be doing.

FOURTH ORDER OF BUSINESS

New Business Items

A. Authorize Issuance of Request for Qualifications (RFQ) for Professional Engineering Services

B. Authorize Issuance of Request for Qualifications (RFQ) for Professional Engineering Services for Water Treatment Plant No. 4 Lower Floridan Aquifer Test Wells

Mr. Kenneth Colen: Okay. Do you have any questions about the Request for Qualifications (RFQ)?

Mr. Brunner: No.

Mr. Flint: I'll just mention on the first one and Bryan can elaborate or cover the second one, the first one is for District Engineering services. We still have technically, the firm that used to be Boyer Singleton, Mr. Rey Malavé, and now it's Dewberry. They're not really active with the District, but they had been selected as the District Engineer, initially. Because Engineering services falls under the Consultants Competitive Negotiation Act, it's something that by Statute, we have to bid out. The Board has to make the selection based on qualifications and once you do that, then a contract would be negotiated. This first one is for the overall District Engineer to potentially replace Dewberry. Obviously, Dewberry could submit as well. So that's the purpose of this one.

Mr. Kenneth Colen: Okay, thank you. Mr. Schmalz?

Mr. Schmalz: Mr. Bryan Schmalz, Utility Director of Bay Laurel Center. The second RFQ, is for Water Treatment Plant No. 4 Lower Floridan Aquifer Test Wells. As the Board's aware, we're beginning the process of design and construction of the Water Treatment Plant No. 4 site. In order to do that, we have to understand what type of water quality our source water is and design that treatment process accordingly. This particular RFQ is seeking professional Engineering services, to provide planning, design, permitting, construction and administration services, for the development and implementation of the Water Treatment Plant No. 4 test well program. This will include coordination with the Southwest Florida Water Management District (SWFWMD), to discuss the District's plan to develop upper or lower Floridan Aquifer, depending on the groundwater monitoring results. It will include those groundwater monitoring requirements as identified by the SWFWMD. They will design the groundwater well itself, how it will be constructed and then also provide the water quality sampling program and the water quality and production testing program. Then we will prepare construction plans and specifications and then the actual construction administration services, during the installation of

that test well. That will be the baseline information we need to begin the design for the actual treatment facility, to treat that source water.

Mr. Kenneth Colen: Do you anticipate engaging a Hydrogeologist on this project?

Mr. Schmalz: That will be included with this. Yes.

Mr. Kenneth Colen: Okay. Alright, so it's a wraparound of services.

Mr. Schmalz: Yes. There will be sub-consultants with whomever is selected, to provide those services onsite during construction and actual production of the well and testing.

Mr. Kenneth Colen: Very good. What is your target year to have this project launched?

Mr. Schmalz: So, what we would like to do, is have the design done. There is a schedule within the RFQ. I believe that we were looking around July. Is that correct?

Mr. Flint: Yes.

Mr. Flint: Plans and specifications on July 26th.

Mr. Kenneth Colen: Okay.

Mr. Schmalz: Yes. The contractor selection will begin in September of 2026. So, once we have the design, we would then do an RFP for the contractor. Then we would have the completion of construction by June of 2027 and the final report completed in September of 2027. Then at that point, depending on how the Board would like to proceed, we'll do an RFQ for the Construction Manager At Risk (CMAR) process, which is what we did at the North facility. We would then select the contractor and the Engineer to design and construct the facility at the same time.

Mr. Kenneth Colen: So, we're looking at an operational plant sometime in 2028 or 2029?

Mr. Schmalz: It would be closer to 2030 to 2031.

Mr. Kenneth Colen: Okay.

Mr. Schmalz: Once we get through the design of the treatment facility and then typically we're looking at two years of construction.

Mr. Kenneth Colen: Okay. Very good. Any other questions?

Mr. Brunner: No.

Mr. Schmalz: Thank you.

Mr. Flint: Mr. Chairman, I would recommend considering each one separately.

Mr. Kenneth Colen: Okay. Do we have a motion to approve Item 4A, the issuance of the RFQ for professional engineering services?

Mr. Brunner MOVED to approve the issuance of the Request for Qualifications for Professional Engineering Services and Mr. Gysen seconded the motion.

Mr. Kenneth Colen: Is there any discussion? Hearing none.

On VOICE VOTE with all in favor the issuance of the Request for Qualifications for Professional Engineering Services, was approved.

Mr. Kenneth Colen: Item B is to authorize the issuance of an RFQ for Professional Engineering Services for Water Treatment Plant No. 4 Lower Florida Aquifer for test wells. Do I hear a motion?

On MOTION by Mr. Brunner seconded by Mr. Gysen with all in favor the Issuance of Request for Qualifications (RFQ) for Professional Engineering Services for Water Treatment Plant No. 4 Lower Floridan Aquifer Test Wells, was approved.

Mr. Flint: Very good. Thank you.

FIFTH ORDER OF BUSINESS

Ratification Items

A. Lease and Sublease Agreement with Calesa Township Master Association, Inc.

Mr. Kenneth Colen: This is the lease and sublease for the offices. Do you have any questions on that? It has been executed.

Mr. Brunner MOVED to approve the Lease and Sublease Agreement with Calesa Township Master Association, Inc. and Mr. McLeod seconded the motion .

Mr. Kenneth Colen: Is there any discussion?

Mr. Schmalz: The sublease in your agenda packets, between the District and Calesa Township Master Association, as previously discussed at the last Board meeting, is for the leasing of 808 square feet of office space in the amount of \$2,422.32 per month, which includes utilities, janitorial services, refuse and pest control. The agreement is for a term of five years with an annual increase of 3% each year.

Mr. Kenneth Colen: Very good.

On VOICE VOTE with all in favor approval of the Lease and Sublease Agreement with Calesa Township Master Association, Inc. was ratified.

B. License Agreement with On Top of the World Communities, Inc. for Reclaimed Water Application

Mr. Kenneth Colen: Bryan?

Mr. Schmalz: Mr. Bryan Schmalz, Utility Director of Bay Laurel Center. The agreement in your agenda packet, replaces the previous License Agreement, which included the biosolids application site, that is no longer utilized by the District, now that the North Water Reclamation Facility is now active. Previously, the District land applied liquid biosolids on a 143-acre site, which the District leased from On Top of the World. We no longer practice that anymore. So, the agreement has been revised, to remove any language related to the biosolids application site and remove the monthly payment requirement, as the ranch and the District mutually benefit from the application of reclaimed water still at the 143-acre hayfield that's utilized.

Mr. Kenneth Colen: Okay, what's your pleasure here, to ratify a License Agreement with On Top of The World for reclaimed water applications?

On MOTION by Mr. Brunner seconded by Mr. Gysen with all in favor approval of the License Agreement with On Top of the World Communities, Inc. for Reclaimed Water Application, was ratified.

Mr. Brunner: Bryan, can I ask one quick question?

Mr. Schmalz: Sure.

Mr. Brunner: On the meter certification, which you have coming up in November, is that an annual thing on those meters, the meters that are on the pumps out there? There's an annual requirement for inspection and certification on it.

Mr. Schmalz: Oh, you're looking at the DEP permit.

Mr. Brunner: Right.

Mr. Schmalz: So, what we did, is we included the Circle Square Ranch Water Use Permit as an attachment and we also included the Florida Department of Environmental Protection (FDEP) permit for the treatment facility, as supporting documentation for the public access reclaimed water that will be applied to the hayfield. But yes, every year we typically do it in

January. We like to kind of hit the year running and so every January, we have a subcontractor come into our facilities. What they do, is what we call a calibration verification. They'll put a strap on ultrasonic to the pipe and then they will confirm that the meter is reading the same or within a certain tolerance of their meter that's been calibrated versus our meter that's installed.

Mr. Brunner: So, you're doing that 11 months before you have to, just to make sure it's in there?

Mr. Schmalz: Yes. Every year we do it in January, even at our existing facility. So as an example, we do it typically January at Water Plant No. 1, Water Plant No. 3, as well as we're just going to include that in the same cycle with the North Water Reclamation Facility.

Mr. Brunner: Thank you.

Mr. Schmalz: You're welcome.

C. Series 2022B Requisition #91 - 93

Mr. Kenneth Colen: We're pretty much wrapping up all of the expense items on the North Water Reclamation Facility. So, for Series 2022B, we have Requisitions #91 through #93. Have you had an opportunity to review them?

Mr. Brunner: Yes.

Mr. Kenneth Colen: Alright. May I have a motion to authorize?

Mr. Brunner: Can we accept all three on one motion?

Mr. Kenneth Colen: I believe we can.

Mr. Flint: Yes.

On MOTION by Mr. Brunner seconded by Mr. Gysen with all in favor the approval of Requisitions #91 through #93 for Series 2022B, was ratified.

SIXTH ORDER OF BUSINESS

Other Business

Mr. Kenneth Colen: Do we have any other business to come before this Board today? Hearing none.

SEVENTH ORDER OF BUSINESS

Supervisor's Requests

Mr. Kenneth Colen: Do we have any Supervisor's Requests? Hearing none,

EIGHTH ORDER OF BUSINESS

Next Meeting Date – November 18, 2025

Mr. Kenneth Colen: The next meeting date is November 18, 2025. We need a motion to adjourn.

NINTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Brunner seconded by Mr. Gysen with all in favor the meeting was adjourned.


Secretary / Assistant Secretary


Chairman / Vice Chairman