

**MINUTES OF MEETING**

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

**BELMONT  
COMMUNITY DEVELOPMENT DISTRICT**

The Regular meeting of the Board of Supervisors of Belmont Community Development District was held on **Wednesday, May 15, 2019 at 9:31 a.m.** at the office of Rizzetta & Company, located at 9428 Camden Field Parkway, Riverview, Florida 33578.

Present and constituting a quorum:

Michael Martin	<b>Board Supervisor, Chairman</b>
Clement Hill	<b>Board Supervisor, Vice Chairman</b>
Charles Perkins	<b>Board Supervisor, Assistant Secretary</b>
Tina Fludd	<b>Board Supervisor, Assistant Secretary</b>
Shannon Carey	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Joseph Roethke	<b>Regional District Manager, Rizzetta &amp; Company, Inc.</b>
Justin Croom	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Lara Bartholomew	<b>District Engineer, Heidt Design</b>
Kevin Steele	<b>District Engineer, Heidt Design</b>
Jennifer Kilinski	<b>District Counsel, Hopping Green &amp; Sams (via phone)</b>
Maria Adams	<b>BrightView Landscape Services</b>
John Cornelius	<b>BrightView Landscape Services</b>
Martin Padilla	<b>BrightView Landscape Services</b>
James Butler	<b>Club Manager</b>
Greg Woodcock	<b>Cardno (via phone)</b>

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Croom called the meeting to order and read the roll call.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There were no audience comments.

53 **THIRD ORDER OF BUSINESS**

**Consideration of Minutes of the Board  
of Supervisors' Regular Meeting held  
on April 17, 2019**

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On a Motion by Mr. Hill, seconded by Mr. Perkins, with all in favor, the Board of Supervisors approved the minutes from the regular meeting held on April 17, 2019 for the Belmont Community Development District.

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58 **FOURTH ORDER OF BUSINESS**

**Consideration of Operation and  
Maintenance Expenditures for March  
2019**

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On a Motion by Mr. Perkins, seconded by Ms. Carey, with all in favor, the Board of Supervisors approved the Operation and Maintenance Expenditures for March 2019 (\$46,249.04) for the Belmont Community Development District.

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63 **FIFTH ORDER OF BUSINESS**

**Ratification of Construction Requisition for  
Series 2016A: #235A-#238A, #239A-#240A  
& Series 2016B: #235B-#238B, #239B-  
#240B**

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Requisition Number	FOR 2016 A	Amount
	Payee	
235A	Ameriscape USA, Inc.	\$2,843.79
236A	Ameriscape USA, Inc.	\$1,389.54
237A	Heidt Design	\$9,907.30
238A	Hopping Green & Sams	\$170.87
239A	Ameriscape USA, Inc.	\$64,541.58
240A	Ameriscape USA, Inc.	\$48,300.70

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Requisition Number	FOR 2016 B	Amount
	Payee	
235B	Ameriscape USA, Inc.	\$1,458.45
236B	Ameriscape USA, Inc.	\$712.63
237B	Heidt Design	\$5,081.00
238B	Hopping Green & Sams	\$87.63
239B	Ameriscape USA, Inc.	\$33,100.38
240B	Ameriscape USA, Inc.	\$24,771.18

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On a Motion by Mr. Perkins, seconded by Mr. Martin, with all in favor, the Board of Supervisors ratified the Construction Requisition for Series 2016A: #235A-#238A, #239A-#240A & Series 2016B: #235B-#238B, #239B-#240B for the Belmont Community Development District.

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**SIXTH ORDER OF BUSINESS**

**Discussion Regarding Current  
Outstanding Construction Projects**

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77 Ms. Bartholomew communicated to the Board that 1C-2A & 2A-2B inspections  
78 were completed along with landscape punch list were addressed. 2B park inspection is  
79 completed as well. However; there are still punch list items for the irrigation system that  
80 still need to be address.

81  
82 Ms. Bartholomew discussed signage in 1C-2A and handed out color schemes for  
83 the Board to review.

84  
85 Ms. Bartholomew informed the Board that Cardno will be taking led on the  
86 Enhancement project for now, Ms. Bartholomew will also be sending out updated plans  
87 and bid tab to the Board. Mr. Woodcock announced he will be meeting with the pool  
88 contractor this Friday for the amenity center.

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90 A discussion ensued regarding ASI not meeting their requirements of their  
91 contract.

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On a Motion by Mr. Martin, seconded by Mr. Hill, with all in favor, the Board of Supervisors approved to remove ASI contract and bid from 1C/2A & 2A/2B for the Belmont Community Development District.

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94 Ms. Bartholomew informed the Board that the landscape and irrigation inspections  
95 have been completed in the pool area. She also communicated to the Board that Heidt  
96 Design will be contacting ASI to rectify any errors caused. Mr. Woodcock will assist Ms.  
97 Bartholomew to collect new bids to finish the remainder of the pool. The pool will  
98 unfortunately remain close for another 15-30 days assuming that ASI can correct the  
99 deficiencies done to the site. Mr. Woodcock informed the Board that he plans to be  
100 receiving new bids within a 3-week timeframe. The Board members expressed their  
101 concerns, A discussion ensued.

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103 Mr. Hill expressed his concerns regarding a fence to be placed around the pool. A  
104 discussion ensued regarding opening of the pool. Ms. Bartholomew and Ms. Kilinski  
105 informed the Board of the proper steps that need to be taken before the pool can be open.

106  
107 Ms. Kilinski announced that she will be sending a notification of completion letter  
108 to ASI end of meeting.

109  

On a Motion by Mr. Perkins, seconded by Ms. Fludd, with all in favor, the Board of Supervisors approved to not give ASI a third chance to correct work in the existing pool area, District to find new contractor to rectify work and effective immediately have fence be installed around pool and once installed pool will be reopen temporarily until the new time line is received the pool will then reclose again for work to be completed and then reopen for the Belmont Community Development District.

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111 Ms. Bartholomew informed the Board that the Gate Dancer bid that was discussed  
112 at last month's meeting Cardno will also be taking the lead over this project. The plans  
113 and bid documents have all be updated and Ms. Kilinski sent the front-end documents  
114 over for Cardno to review.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Field Services Manager**

1. Presentation of the May 2019 Field Inspection Report

Mr. Croom reviewed the field inspection report with the Board. A discussion ensued.

2. Consideration of Landscape Enhancement Proposals

Mr. Croom presented several landscape enhancement proposals to the Board due to the turnover. Ms. Bartholomew entertained various questions and concerns from the Board.

Mr. Roethke requested for BrightView to prioritize proposals and bring back most urgent proposals to next month's meeting for the Board to review.

On a Motion by Mr. Martin, seconded by Mr. Perkins, with all in favor, the Board of Supervisors approved to allow District Staff to work with BrightView to maintain Ameriscape area temporary for the Belmont Community Development District.

On a Motion by Ms. Carey, seconded by Mr. Martin, with all in favor, the Board of Supervisors approved the BrightView proposal for Pocket Park Victory Gallop Loop Renovation in the amount of (\$352.00) for the Belmont Community Development District.

**B. Sitex Aquatics**

1. Presentation of the May 2019 Sitex Aquatics Inspection Report

Mr. Croom presented the May 2019 Sitex Aquatics inspection report to the Board. A discussion ensued.

**C. District Counsel**

Ms. Kilinski had nothing new to report.

**D. District Engineer**

1. Consideration of Playground Proposals

Mr. Steele presented four different playground proposals, and entertained questions from the Board.

On a Motion by Mr. Perkins, seconded by Ms. Carey, with all in favor, the Board of Supervisors approved playground proposal from ARC and add-on one bench at a not-to-exceed amount of (\$30,000.00) for the Belmont Community Development District.

On a Motion by Ms. Fludd, seconded by Mr. Perkins, with all in favor, the Board of Supervisors approved new blue color palette for the entrance sign for the Belmont Community Development District.

156 **E. District Manager**

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158 Mr. Croom informed the Board that the next regular meeting will be held on  
159 Wednesday, June 19, 2019 at 6:30 p.m. and to be held at the offices of  
160 Rizzetta and Company Inc., located at 9428 Camden Field Parkway,  
161 Riverview, Florida 33578.

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163 **EIGHTH ORDER OF BUSINESS**                      **Discussion          Regarding          Board**  
164 **Supervisor          Appointment          for**  
165 **Upcoming Vacant Seat**

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167 Mr. Croom presented two resumes to the Board for review in regards to the  
168 upcoming vacant seat. Discussion ensued. These will be brought back for discussion for  
169 next months meeting.

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171 **NINTH ORDER OF BUSINESS**                      **Consideration of Resolution 2019-06,**  
172 **Re-Designating of Assistant Secretary**

On a Motion by Mr. Perkins, seconded by Ms. Fludd, with all in favor, the Board of Supervisors adopted Resolution 2019-06, Re-Designating of Assistant Secretary for the Belmont Community Development District.

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175 **TENTH ORDER OF BUSINESS**                      **Presentation of Proposed Budget for**  
176 **Fiscal Year 2019/2020**

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178 1. Consideration of Resolution 2019-07, Approving Proposed Budget and  
179 Setting Public Hearing.

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181 Mr. Roethke presented the Fiscal Year 2019/2020 proposed budget to the Board.  
182 Mr. Roethke confirmed that the proposed budget includes an increase for the next fiscal  
183 year, and there will be a mail notice to homeowners. A discussion ensued.

184  
185 Mr. Perkins commented on the interlocal agreement with Belmont II, to make sure  
186 this will be included for the final budget.

187  
188 Mr. Roethke entertained various questions and concerns regarding the final budget.  
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On a Motion by Mr. Hill, seconded by Mr. Perkins, with all in favor, the Board of Supervisors adopted Resolution 2019-07, Approving Proposed Budget and Setting the public hearing for the Belmont Community Development District.

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191 **ELEVENTH ORDER OF BUSINESS**                      **Acceptance          of          Michael          Martin's**  
192 **Resignation**

On a Motion by Ms. Fludd, seconded by Ms. Carey, with all in favor, the Board of Supervisors approved to accept Michael Marin's Resignation for the Belmont Community Development District.

**TWELFTH ORDER OF BUSINESS**

**Supervisor Requests**

Ms. Fludd commented on the fountain located in the front of the community which needs repairs. Mr. Croom will get in-touch with Cascade fountains.

Ms. Fludd commented on the fence at the park by the amenity center.

Mr. Martin commented on property in Phase 2B along Sage Creek Road.

Mr. Perkins asked for Mr. Croom to provide his email to the Board members.

Mr. Perkins comment on towing issues.

**THIRTEENTH ORDER OF BUSINEES**

**Audience Comments**

Ms. Valeen commented on manhole sticking up on Paseo Al Mar Blvd, pot holes, dog park maintenance, swim classes at the pool, and tennis coaches.

Mr. Perkins responded to several comments made.


Ms. Perkins commented on mound of dirt in front of swings, and expressed concerns regarding the absents of mulch underneath the swings.

Ms. Perkins comments on the road signs.

**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Mr. Martin, seconded by Ms. Fludd, with all in favor, the Board of Supervisors adjourned the meeting at 12:02 p.m. for the Belmont Community Development District.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman