

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, February 19, 2020 at 10:00 a.m.** at the office of Rizzetta & Company, located at 9428 Camden Field Parkway, Riverview, Florida 33578.

Present and constituting a quorum:

Charles Perkins	Board Supervisor, Chairman
Kristen Brooks	Board Supervisor, Assistant Secretary
Tina Fludd	Board Supervisor, Assistant Secretary
Roger Jones	Board Supervisor, Assistant Secretary

Also present were:

Justin Croom	District Manager, Rizzetta & Company
Greg Woodcock	District Engineer, Cardno
Alyssa Wilson	District Counsel; Hopping Green & Sams (via phone)
Patrick Bell	Field Service Manager Rizzetta & Company
John Cornelius	BrightView Landscape Services
Maria Adams	BrightView Landscape Services
Martin Padilla	BrightView Landscape Services
Chris Scoggins	Clubhouse Manager
Audience	

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

A resident had a question regarding the monuments. They also had questions regarding the dead grass by the sign on Gate and the ant issues on Sage Creek Drive.

A resident had a question regarding the Algae on pond #12

THIRD ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Regular Meeting held on January 15, 2020

<p>On a Motion by Mr. Perkins, seconded by Ms. Brooks, with all in favor, the Board of Supervisors approved the minutes from the regular meeting held on January 15, 2020 for the Belmont Community Development District.</p>

FOURTH ORDER OF BUSINESS

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

Mr. Croom answered general questions from the Board regarding O&M invoices.

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 December 2019 (\$171,999.39) for the Belmont Community Development District.

FIFTH ORDER OF BUSINESS

**Ratification of Construction Requisition for
Series 2016AB #268-273 & 2016A 274-275**

On a Motion by Mr. Perkins, seconded by Ms. Brooks, with all in favor, the Board of Supervisors ratified the Construction Requisitions for Series 2016AB #268-273 & 2016A 274-275 for the Belmont Community Development District.

SIXTH ORDER OF BUSINESS

Consideration of Tina Fludd Resignation

On a Motion by Mr. Perkins, seconded by Ms. Carey, with all in favor, the Board of Supervisors accepted the resignation of Tina Fludd for the Belmont Community Development District.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Field Services Manager

1. Presentation of the February 2020 Field Inspection Report

Mr. Bell reviewed the February 2020 field inspection report with the Board. The Board reviewed several landscape enhancement proposals.

On a Motion by Ms. Carey, seconded by Mr. Perkins, with all in favor, the Board of Supervisors approved the landscape enhancement proposals from Brightview at a total cost of \$55,392.00 for the Belmont Community Development District.

The Board would like CLM to check where the signs are laid down and if they need to be replaced. The Board would also like Maria from BrightView to be checking in on workers 3 or 4 times a week on site. The Board discussed their dissatisfaction with the landscaping company's work in the last few months. The Board would like to see a schedule and action plan from BrightView. BrightView responded with some proposals that they are working on bringing to the Board for review. The Board would like Mr. Bell to look into an RFP scope of work to review at the next Board meeting.

B. Sitex Aquatics

1. Presentation of the February 2020 Sitex Aquatics Inspection Report

The Board reviewed the February 2020 Sitex aquatics report.

C. District Counsel

No report

D. District Engineer

Mr. Woodcock presented a report of current engineering projects to the Board and answered questions concerning those projects. He informed the Board that CLM has a meeting on the 26th of this month to certify certain area & turnover and will document any dead plants. Mr. Woodcock informed the Board that demo work at the front of the district is almost done but they are still having permit issues. The Board would like Mr. Woodcock to follow up with the county about street lights and using decorative lights. Mr. Woodcock will also try to get CLM to replace TECO sod.

On a Motion by Ms. Carey, seconded by Ms. Brooks, with all in favor, the Board of Supervisors approved a not-to-exceed amount of \$2,500 for Capital Land Management to powder coat the letters on the entrance sign for the Belmont Community Development District.

On a Motion by Ms. Brooks, seconded by Mr. Perkins, with all in favor, the Board of Supervisors approved the proposals from Capital Land Management for grading of the pool area and waterline installation at a total cost of \$53,642.86 for the Belmont Community Development District.

On a Motion by Mr. Perkins, seconded by Ms. Carey, with all in favor, the Board of Supervisors approved the proposals from Capital Land Management for fountain pavers and landscape at a total cost of \$16,390.04 for the Belmont Community Development District.

E. District Manager

Mr. Croom informed the Board that the next regular meeting will be held on Wednesday, March 18, 2020 at 10:00 a.m. and to be held at the offices of Rizzetta and Company Inc., located at 9428 Camden Field Parkway, Riverview, Florida 33578. Mr. Perkins commented that the HOA is willing to contribute funds for meeting room. The Board also discussed the slip and fall that was reported on February 3.

EIGHTH ORDER OF BUSINESS

Consideration of Water Fountain Proposals

Mr. Croom presented several proposals for drinking fountains. The Board would like to table that for now.

NINTH ORDER OF BUSINESS

**Consideration of Resolution 2020-02,
Adopting Internal Controls Policy**

Mr. Croom presented resolution 2020-02, which will adopt an internal controls policy consistent with section 218.33, Florida statutes.

On a Motion by Ms. Carey, seconded by Ms. Brooks, with all in favor, the Board of Supervisors adopted resolution 2020-02 for the Belmont Community Development District.

TENTH ORDER OF BUSINESS

**Consideration of HVAC Maintenance
Proposal**

On a Motion by Ms. Brooks, seconded by Ms. Carey, with all in favor, the Board of Supervisors approved the proposal from Payne Air Conditioning & Heating for HVAC Maintenance at a total cost of \$518.00 for the Belmont Community Development District.

ELEVENTH ORDER OF BUSINESS

**Consideration of Amenity Center Internet
Upgrade**

Mr. Croom presented options from Envera for an amenity center internet upgrade and installation.

On a Motion by Ms. Carey, seconded by Mr. Perkins, with all in favor, the Board of Supervisors approved the 24-month contract agreement from Envera subject to a 30 day termination provision and if not available, then approved a month to month contract agreement for the Belmont Community Development District.

TWELFTH ORDER OF BUSINESS

Consideration of Trash Can Proposal

On a Motion by Ms. Brooks, seconded by Ms. Carey, with all in favor, the Board of Supervisors approved the proposal from the Park Catalog for 22 Gallon Steel Strap Receptacle at a total cost of \$612.00 for the Belmont Community Development District.

THIRTEENTH ORDER OF BUSINESS

Consideration of Hammock Proposal

On a Motion by Ms. Brooks, seconded by Ms. Carey, with all in favor, the Board of Supervisors approved the proposal from Pawleys Island for a Pool Side Hammock at a total cost of \$199.99 for the Belmont Community Development District.

FOURTEENTH ORDER OF BUSINESS

**Consideration of Pergola Painting
Proposal**

On a Motion by Ms. Brooks, seconded by Mr. Perkins, with all in favor, the Board of Supervisors approved the proposal from Elite Painting for Painting and pressure washing pergolas and picnic table and bench at a total cost of \$390.00 for the Belmont Community Development District.

FIFTEENTH ORDER OF BUSINESS

Consideration of Easement Access for Pool Construction

After discussion, the Board did not approve this easement for pool construction.

SIXTEENTH ORDER OF BUSINESS

Ratification of the Request to Liquidate the Remaining Trust Funds for the 2016B Bonds

The Board discussed that US Bank made a final redemption of Series 2016B Bonds in the amount of \$300,000.00. The Bonds were paid off in only 3 years because of the speed of the lot sales. There is approximately \$636,117.00 remaining in the trust account and \$447,305.00 was construction funds. That would leave \$188,812.00 of bond funds to utilize for lawful purposes. It is recommended to the Board that they open a SunTrust account to hold the trust funds.

On a Motion by Ms. Brooks, seconded by Ms. Carey, with all in favor, the Board of Supervisors ratified the request to liquidate the remaining trust funds for the 2016B Bonds for the Belmont Community Development District.

On a Motion by Ms. Brooks, seconded by Ms. Carey, with all in favor, the Board of Supervisors agreed to open a SunTrust account to hold the Series 2016B trust funds for the Belmont Community Development District.

SEVENTEENTH ORDER OF BUSINESS

Supervisor Requests

Ms. Carey commented on the Fido Stations.

EIGHTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Perkins, seconded by Ms. Brooks, with all in favor, the Board of Supervisors adjourned the meeting at 1:00 p.m. for the Belmont Community Development District.


Secretary/Assistant Secretary


Chairman/Vice Chairman