

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, September 16, 2020 at 10:00 a.m.** to be conducted by means of communications media technology pursuant to Executive Orders 20-52, 20-69, 20-112, 20-123, 20-139, 20-150, 20-179, and 20-193 issued by Governor DeSantis on March 9, 2020, March 20, 2020, April 29, 2020, May 18, 2020, June 23, 2020, July 29, 2020, and August 7, 2020 respectively, and pursuant to Florida Statutes.

Present and constituting a quorum:

Kristen Brooks	Board Supervisor, Chairman
Shannon Carey	Board Supervisor, Vice Chairman
Carl Brothers	Board Supervisor, Assistant Secretary
Edward Westergaard	Board Supervisor, Assistant Secretary
Roger Jones	Board Supervisor, Assistant Secretary

Also present were:

Justin Croom	District Manager, Rizzetta & Company
Lindsay Whelan	District Counsel; Hopping Green & Sams
Greg Woodcock	District Engineer, Cardno
John Cornelius	BrightView Landscape Services
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 black railings along the community monuments.

THIRD ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Regular Meeting held on August 19, 2020

On a Motion by Mr. Jones, seconded by Ms. Brooks, with all in favor, the Board of Supervisors approved the minutes from the regular meeting held on August 19, 2020 for the Belmont Community Development District.

46 **FOURTH ORDER OF BUSINESS** **Consideration of Operation and**
47 **Maintenance Expenditures for July 2020**
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49 Mr. Croom answered general questions from the Board regarding O&M invoices.
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On a Motion by Mr. Westergaard, seconded by Mr. Brothers, with all in favor, the Board of Supervisors approved the Operation and Maintenance Expenditures for July 2020 (\$92,525.15) for the Belmont Community Development District.

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52 **FIFTH ORDER OF BUSINESS** **Staff Reports**
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54 **A.** Field Services Manager
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56 **1. Presentation of the Field Inspection Report**
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58 The Board reviewed the field inspection report. The Board expressed they would
59 like the reports to be more specific. There was a discussion regarding the
60 monument repairs and other issues that need to be addressed by CLM. The
61 Board would like more attention to landscaping near and around the amenities.
62 The Board discussed the irrigation issues and repairs needed. The Board
63 addressed several issues that would like to see addressed in next months report.
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65 **2. Consideration of Landscape Enhancement Proposals**
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On a Motion by Ms. Brooks, seconded by Mr. Brothers, with all in favor, the Board of Supervisors approved the proposal from Brightview for removing the weeping willow trees at Pond F at a total cost of \$1,363.50 for the Belmont Community Development District.

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68 **3. Consideration of Sod Replacement Proposals**
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70 The Board reviewed the proposals for sod replacements from Brightview and CLM.
71 The Board would like additional proposals before moving forward.
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73 **B.** Sitex Aquatics
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75 **1. Presentation of the Sitex Aquatics Inspection Report**
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77 The Board reviewed the Sitex aquatics report. The Board had several questions
78 regarding possible pond issues as the rain decreases over the next few
79 months.
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81 **C.** District Counsel
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83 Ms. Whelan stated that she will continue to monitor the executive orders
84 concerning meetings being held via media communications.
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88 **1. Review of District Counsel Fee Increase Letter**

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90 Ms. Whelan reviewed the fee increase letter with the Board

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On a Motion by Ms. Brooks, seconded by Mr. Brothers, with all in favor, the Board of Supervisors approved the fee increase for District counsel services the Belmont Community Development District.

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93 **D. District Engineer**

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95 Mr. Woodcock gave an update regarding several projects

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97 **1. Pool Project**

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99 Mr. Woodcock stated that the temporary open will be good for 30 days and the hose
100 bibs will be installed next week. He also stated that the new drainage will be installed
101 at no charge.

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103 **2. Sea Hero Monuments**

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105 Mr. Woodcock informed the Board that the updated plans have been received. There
106 was a discussion regarding the electrical options needed for the larger monuments.
107 He stated that there will need to be permits filed with the county.

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109 **3. Sidewalk Repairs & Dog Station**

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111 Mr. Woodcock will have proposals for sidewalk repairs at the next meeting. He also
112 informed the Board that the hose for the dog wash station as well as the rules sign will
113 be installed next week. The Board declined to approve the sod installation proposal
114 for the dog park.

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116 **4. Traffic**

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118 Mr. Woodcock stated that the County will be conducting a traffic study after 30 days
119 of the school re-opening. He informed the Board that per a traffic study by the County
120 that was conducted 2 years ago they feel that the left turn lane from Paseo to 301
121 does not warrant a 2nd lane. Mr. Woodcock informed the Board that the repaving
122 project at the new 4-way stop will begin soon.

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124 **E. District Manager**

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126 Mr. Croom informed the Board that the next regular meeting will be held on
127 Wednesday, October 21, 2020 at 10:00 a.m. to be conducted by means of
128 communications media technology, if available.

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130 **SIXTH ORDER OF BUSINESS Discussion Regarding Landscape RFP**

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132 The Board expressed their concerns with the RFP process and Ms. Whelan answered several

133 questions regarding vendors. Ms. Whelan reviewed the RFP process and informed the Board
134 that the bids are all sealed, opened, and read at the bid opening meeting. Discussion ensued
135 and Board consensus was to continue to enter into landscape maintenance agreement with
136 LMP.

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140 **SEVENTH ORDER OF BUSINESS** **Consideration of Landscape**
141 **Maintenance Agreement**

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143 The Board reviewed the landscape maintenance agreement.

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145 **EIGHTH ORDER OF BUSINESS** **Consideration of EGIS Proposal**
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147 Mr. Croom reviewed the insurance proposal from EGIS with the Board.
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On a Motion by Ms. Brooks, seconded by Ms. Carey, with all in favor, the Board approved the proposal from EGIS for CDD insurance for the Belmont Community Development District.

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150 **NINTH ORDER OF BUSINESS** **Consideration of Shell Removal and Sod**
151 **Installation at Dog Park**
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153 This matter was addressed under the Engineer's Report.
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155 **TENTH ORDER OF BUSINESS** **Consideration of Dog Park Policies**
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157 The Board reviewed the dog park policies. The Board would like to change the last line to "go
158 glass containers" and to remove the rest of that sentence.
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On a Motion by Mr. Brooks, seconded by Mr. Westergaard, with all in favor, the Board approved the dog park policies subject to the changing of the last line for Belmont Community Development District.

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161 **ELEVENTH ORDER OF BUSINESS** **Consideration of Additional Security**
162 **Camera Proposals**
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165 The Board reviewed the security camera proposals in a closed session.
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167 **TWELFTH ORDER OF BUSINESS** **Consideration of Pool Services Proposal**
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On a Motion by Ms. Carey, seconded by Mr. Brothers, with all in favor, the Board approved the proposal from Suncoast for Pool Services at a monthly cost of \$950.00 for Belmont Community Development District.

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THIRTEENTH ORDER OF BUSINESS

**Consideration of Resolution 2020-15,
Classifying Surplus Tangible Personal
Property**

Ms. Whelan reviewed Resolution 2020-15 with the Board which will classify the chairs as surplus property

On a Motion by Ms. Carey, seconded by Ms. Brooks, with all in favor, the Board adopted Resolution 2020-15 for Belmont Community Development District.

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FOURTEENTH ORDER OF BUSINESS

Supervisor Requests

Mr. Westergaard informed the Board that the parking near the mailboxes is becoming an issue and discussed what are options are.

Mr. Brothers had a question regarding the little library and requested a bike rack at the Celtic Ash roundabout. He would also like to see a park-like area at phase 1B

On a Motion by Mr. Brooks, seconded by Mr. Brothers, with all in favor, the Board authorized the purchase of a 14 rack, A-frame, galvanized bike rack for Belmont Community Development District.

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Ms. Carey commented on the monument signs that need vines.

Ms. Carey informed the Board that she will pass along the tree trimming proposal to the HOA.

Ms. Brooks commented on the lighting at the mailbox and the possible options.

FIFTHTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Carey, seconded by Mr. Westergaard, with all in favor, the Board of Supervisors adjourned the meeting at 12:58 p.m. for the Belmont Community Development District.

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Secretary/Assistant Secretary

Chairman/Vice Chairman