

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 **Tuesday, October 18, 2016 at 10:45 a.m.** at the office of Rizzetta & Company located at 9428 Camden Field Parkway, Riverview, Florida 33578.

Present and constituting a quorum:

Grady Miars	Board Supervisor, Chairman
Ellen Johnson	Board Supervisor, Vice Chairman
Kyle Thornton	Board Supervisor, Asst. Secretary
Clement Hill	Board Supervisor, Asst. Secretary
Michael Martin	Board Supervisor, Asst. Secretary

Also present were:

Joe Roethke	District Manager; Rizzetta & Company, Inc.
Mike Eckert	District Counsel; Hopping Green & Sams
Jennifer Kilinski	District Counsel; Hopping Green & Sams (via phone)
Robert Nelson	Project Manager; Greenpointe Holdings, LLC
John Crawford	Field Services Manager; Rizzetta & Company, Inc.
Rick Harcrow	Greenpointe Holdings, LLC
Hunter Booth	Booth Design Group
Rick Herndon	Sitex Landscape

Audience

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Audience Comments

There were no audience comments.

THIRD ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Regular Meeting held on September 20, 2016

On a Motion by Mr. Martin, seconded by Mr. Hill, with all in favor, the Board approved the Minutes of the Board of Supervisors' Regular Meeting held on September 20, 2016 for Belmont Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of Operation and Maintenance Expenditures for August 2016

On a Motion by Ms. Johnson, seconded by Mr. Hill, with all in favor, the Board ratified the Operation and Maintenance Expenditures for August 2016 in the amount of (\$31,512.86) for Belmont Community Development District.

FIFTH ORDER OF BUSINESS

Ratification of Requisitions for the following Bonds: S2016A: 13, 16, 17, 22, 25, 28-32, S2016B: 25, 28-32

Requisition Number	FOR 2016 A Payee	Amount
13A	Atlantic TNG, LLC	\$6,913.33
16A	Ferguson Enterprises, Inc.	\$45,647.78
17A	Florida Soil Cement Co., LLC	\$33,057.73
22A	Mortensen Engineering Inc.	\$2,598.02
25A	DS Boring LLC	\$503.37
28A	Heidt Design	\$10,886.51
29A	Hopping Green & Sams	\$605.66
30A	The Kearney Companies, LLC	\$115,364.01
31A	Mortensen Engineering Inc.	\$3,897.03
32A	Mortensen Engineering Inc.	\$6,495.05

Requisition Number	FOR 2016 B Payee	Amount
25B	DS Boring, LLC	\$271.63
28B	Heidt Design	\$5,874.73
29B	Hopping Green & Sams	\$326.84
30B	The Kearney Companies, LLC	\$62,254.36
31B	Mortensen Engineering Inc.	\$2,102.97
32B	Mortensen Engineering Inc.	\$3,504.95

On a Motion by Mr. Hill, seconded by Mr. Thornton, with all in favor, the Board ratified requisitions for the following bonds: S2016A (13, 16, 17, 22, 25, 28-32) and S2016B (#25, 28-32) for Belmont Community Development District.

SIXTH ORDER OF BUSINESS

Ratification of Change Order #3

CHANGE ORDER #	CONTRACTOR	DESCRIPTION	AMOUNT
3	The Kearney Companies	Ferguson	(\$5,943.46)
3	The Kearney Companies	Florida Soil Cement	(\$24,385.07)

On a Motion by Mr. Miars, seconded by Ms. Johnson, with all in favor, the Board ratified Change Order #3 from The Kearney Companies for Belmont Community Development District.

SEVENTH ORDER OF BUSINESS

Presentation of Field Inspection Reports

Mr. Roethke presented the monthly field inspection and pond reports to the Board.

Mr. Crawford reviewed the details of the field inspection report and discussed several landscape items with the Board. The Board requested a proposal from Sitex to remove the dead palms around the amenity center.

EIGHTH ORDER OF BUSINESS

Consideration of Proposal for Mulch

Mr. Roethke presented a proposal for mulch to the Board.

On a Motion by Mr. Miars, seconded by Mr. Martin, with all in favor, the Board approved the proposal from Sitex Landscape for mulch installation at a cost of (\$16,500) for Belmont Community Development District.

NINTH ORDER OF BUSINESS

Consideration of Produce Co-Op at Amenity Parking Lot

Mr. Martin discussed allowing a Produce Co-Op to use the Belmont CDD parking lot.

On a Motion by Mr. Miars, seconded by Mr. Martin, with all in favor, the Board approved the Produce Co-Op for CDD parking lot use, pending an agreement drafted by District Counsel for Belmont Community Development District.

TENTH ORDER OF BUSINESS

**Presentation of Resumes for Upcoming
Vacant Board Supervisor Seats**

Mr. Roethke presented several resumes for upcoming vacant Board Supervisor Seats to the Board. One resident attended the meeting and addressed the Board with his intentions on being appointed to the Belmont CDD Board of Supervisors.

ELEVENTH ORDER OF BUSINESS

**Consideration of Proposal for Tennis
Court Fence Repair**

Mr. Roethke presented a proposal for tennis court fence repair to the Board.

On a Motion by Mr. Miars, seconded by Ms. Johnson, with all in favor, the Board approved the proposal from Welch Tennis Courts for tennis court repair at a cost of (\$1,050) for Belmont Community Development District.

TWELFTH ORDER OF BUSINESS

**Consideration of Resolution 2017-01,
Re-designating Treasurer of the District**

Mr. Roethke presented resolution 2017-01 to the Board which will re-designate Bill Rizzetta as Treasurer of the District.

On a Motion by Mr. Thornton, seconded by Mr. Martin, with all in favor, the Board adopted resolution 2017-01 for Belmont Community Development District.

THIRTEENTH ORDER OF BUSINESS

**Consideration of Resolution 2017-02,
Designating District Record Location**

Mr. Roethke presented resolution 2017-02 to the Board which will designate Rizzetta's office as the District Records office located at 9428 Camden Field Parkway Riverview, FL 33578.

On a Motion by Ms. Johnson, seconded by Mr. Hill, with all in favor, the Board adopted resolution 2017-02 for Belmont Community Development District.

FOURTEENTH ORDER OF BUSINESS

**Consideration of Resolution 2017-03,
Service Animal Policies Memo and Resolution**

Mr. Roethke presented resolution 2017-03 and Mr. Eckert reviewed the details of this Resolution with the Board. The Board removed parking lots and open common areas from Exhibit A to this Resolution. The Board would like to also include emotional support animals under the service animal policy of this exhibit.

On a Motion by Mr. Miars, seconded by Mr. Hill, with all in favor, the Board adopted resolution 2017-03 for Belmont Community Development District.

FIFTEENTH ORDER OF BUSINESS

**Consideration of Resolution 2017-04,
Prompt Payment Policies Memo and Resolution**

Mr. Roethke presented resolution 2017-04 and Mr. Eckert reviewed the details of this Resolution with the Board.

On a Motion by Mr. Hill, seconded by Mr. Thornton, with all in favor, the Board adopted resolution 2017-04 for Belmont Community Development District.

SIXTEENTH ORDER OF BUSINESS

**Presentation of Monthly Financial
Summary**

Mr. Roethke presented the Monthly Financial Summary to the Board. No formal Board action was taken.

SEVENTEENTH ORDER OF BUSINESS

**Consideration of District Engineer Work
Authorization Assignment**

Mr. Roethke presented work authorizations from Heidt Design for Phase 1C-2A landscape and hardscape design, and Corps of Engineers approvals for wetland and surface water permitting for Phase 2.

On a Motion by Mr. Miars, seconded by Mr. Martin, with all in favor, the Board approved Heidt Design work authorizations at a total cost of (\$22,350) for Belmont Community Development District.

EIGHTEENTH ORDER OF BUSINESS

**Discussion Regarding CDD Landscape and
Hardscape Improvements**

Mr. Harcrow and Mr. Booth reviewed potential options for new landscape and hardscape designs with the Board. The Board agreed with the details presented in the report and endorsed this re-envisioning plan for Belmont CDD. Mr. Harcrow will plan on bringing a budget for Phase I of this project to the next meeting.

NINETEENTH ORDER OF BUSINESS

Consideration of Proposal for Roof Repairs

Mr. Roethke presented a proposal for roof repairs to the Board.

On a Motion by Mr. Martin, seconded by Mr. Hill, with all in favor, the Board approved the proposal from Aderhold Roofing Corporation for roof repairs at a cost of (\$2,380.00) for Belmont Community Development District.

TWENTIETH ORDER OF BUSINESS

**Update on Construction Related Projects
and Proposals Related Thereto**

Mr. Nelson updated the Board on the status of the construction of Phase 1C-2A.

TWENTY-FIRST ORDER OF BUSINESS

Staff Reports

A. District Counsel

No report.

B. District Engineer

Not present.

C. District Manager

Mr. Roethke announced that the next regular meeting will be held on Tuesday, November 15, 2016 at 10:30 a.m. at the new offices of Rizzetta and Company located at 9428 Camden Field Parkway, Riverview, Florida 33578.

TWENTY-SECOND ORDER OF BUSINESS

Supervisor Requests

Mr. Martin asked about bush-hogging behind Newminster Loop.

Mr. Hill asked about CDD directing construction traffic.

TWENTY-THIRD ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Miars, seconded by Ms. Johnson, with all in favor the Board adjourned the meeting at 11:59 a.m. for Belmont Community Development District.


Secretary/Assistant Secretary


Chairman/Vice Chairman