

**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, February 20, 2018 at 11:14 a.m.** at the office of Rizzetta & Company, located at 9428 Camden Field Parkway, Riverview, Florida 33578.

Present and constituting a quorum:

Grady Miars	<b>Board Supervisor, Chairman</b> <i>(via phone)</i>
Michael Martin	<b>Board Supervisor, Vice Chairman</b>
Charles Perkins	<b>Board Supervisor, Assistant Secretary</b>
Clement Hill	<b>Board Supervisor, Assistant Secretary</b>
Tina Fludd	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Christine Perkins	<b>District Manager; Rizzetta &amp; Company, Inc.</b>
Lindsay Whelan	<b>District Counsel, Hopping Green &amp; Sams</b> <i>(via phone)</i>
Tim Plate	<b>District Engineer, Heidt Design</b>
Lara Bartholomew	<b>Heidt Design</b>
Robert Nelson	<b>Greenpointe Holdings</b>
Scott Green	<b>Field Services Manager, Rizzetta &amp; Company, Inc.</b>
James Butler	<b>Club Manager</b>
Joe Craig	<b>Sitex Aquatics</b>
John Cornelius	<b>BrightView Landscape Services</b>
Maria Adams	<b>BrightView Landscape Services</b>
Martin Padilla	<b>BrightView Landscape Services</b>
Evelia Adams	<b>BrightView Landscape Services</b>

Audience

**FIRST ORDER OF BUSINESS**

**Call to Order**

Ms. Perkins called the meeting to order and read the roll call.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

Resident Richard Bauman expressed concerns over inappropriate behavior demonstrated by several members of the Board on social media.

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of the Board of Supervisors' Regular Meeting held on January 16, 2018**

On a Motion by Mr. Hill, seconded by Mr. Miars, with all in favor, the Board approved the Board of Supervisors' Regular Meeting Minutes held on January 16, 2018 for the Belmont Community Development District.
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**FOURTH ORDER OF BUSINESS**

**Consideration of Operation and Maintenance  
Expenditures for December 2018**

On a Motion by Mr. Martin, seconded by Mr. Perkins, with all in favor, the Board approved the Operation and Maintenance Expenditures for December 2017 (\$103,170.45) for the Belmont Community Development District.

**FIFTH ORDER OF BUSINESS**

**Ratification of Construction Requisitions for  
2016A #172-174, 2016B #172-174**

Requisition Number	FOR 2016 A	Amount
	Payee	
172A	Heidt Design, LLC	\$4,397.01
173A	Belmont CDD	\$3,677.79
174A	Hopping Green	\$556.47

Requisition Number	FOR 2016 B	Amount
	Payee	
172B	Heidt Design, LLC	\$2,465.49
173B	Belmont CDD	\$2,062.21
174B	Hopping Green	\$312.03

On a Motion by Mr. Martin, seconded by Ms. Fludd, with all in favor, the Board Ratified Construction Requisitions for **2016A**: 172-174A, **2016B**: 172-174B for the Belmont Community Development District.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Field Services Manager**

1. Presentation of January 2018 Field Inspection Report

Mr. Green presented the January 2018 Field Inspection Report to the Board, noting that there were areas of turf at the front showcasing some issues, as well as touched on plants being monitored for damage from the recent frost, fertilization and chemical application schedule, ornamental grasses being trimmed, bush-hogging, and removal of dead bushes in front of the amenity center.

2. Presentation of BrightView Response to the January 2018 Field Inspection Report

Mr. Cornelius provided an overview of how Bahia grass goes dormant in the winter, as that is completely normal. He additionally commented on fertilizer application, sterilizing weeds, and that the new turf has been installed. Several other turf areas are getting more rich in color and are starting to bounce back.

3. Presentation of Belmont CDD Irrigation Schedule

Ms. Perkins presented the report from BrightView that is an educational tool for the timing of various zones and the general irrigation schedule throughout the District.

Mr. Perkins inquired about the use of City water, as well as the availability of obtaining a map of the irrigation zones. Mr. Cornelius communicated that if their team is aware of a location where there may be an issue, they can identify where exactly to remediate. Ms. Fludd inquired about the differences between grasses and the usual fluctuations in appearance based on the time of year.

4. BrightView Proposals for Landscape Enhancement
  1. Sod Replacement Proposal

On a Motion by Mr. Martin, seconded by Mr. Hill, with all in favor, the Board approved the BrightView Landscape Proposal for Sod Replacement in the amount of (\$756.00) for the Belmont Community Development District.

2. Turf Replacement Proposal

Mr. Cornelius noted that it would be recommended for Lennar to remove the poles prior to this work commencing.

On a Motion by Ms. Fludd, seconded by Mr. Perkins, with all in favor, the Board approved the BrightView Landscape Proposal of Turf Replacement in the amount of (\$1,890.00) for the Belmont Community Development District.

3. Ant Control in Common Area Proposal

On a Motion by Ms. Fludd, seconded by Mr. Hill, with all in favor, the Board approved the BrightView Landscape Proposal of Ant Control in Common Area in the amount of (\$2,172.00) for the Belmont Community Development District.

4. Ant Control in Amenity Area Proposal

Mr. Cornelius reiterated that Top-Choice has a one-year warranty and takes approximately 30 days to establish a noticeable effect.

On a Motion by Mr. Hill, seconded by Mr. Perkins, with all in favor, the Board approved the BrightView Landscape Proposal of Ant Control in Amenity Area in the amount of (\$5,850.00) for the Belmont Community Development District.

5. Playground Mulch Proposal

Mr. Perkins inquired about the differences between rubber and traditional mulch, as well as questioned if BrightView could incorporate the playground mulch area into their regular service to ensure that the mulch is adequately spread at all times. Mr. Cornelius reiterated lawful requirements regarding the type and depth of mulch and communicated that their team would also provide oversight of the mulch during their service visits to further maintain the area.

On a Motion by Mr. Perkins, seconded by Mr. Hill with all in favor, the Board approved the BrightView Landscape Proposal of Playground Mulch in the amount of (\$1,766.30) for the Belmont Community Development District.

6. Consideration of Easy Turf Artificial Grass Proposal

This proposal was tabled.

**B. Sitex Aquatics**

1. Presentation of February 2018 Sitex Aquatics Inspection Report

Mr. Craig presented the February 2018 Aquatics Inspection Report to the Board, communicating that there was some algae buildup on Pond #2 that was being treated. Mr. Craig also mentioned that all the new ponds were looking good, the banks and water levels were OK, and that Pond #7 had some cattails that had built up but were being pushed back. Mr. Craig additionally reiterated that any tall vegetation that is presently out there is meant to be out there, and that the pond trash has also been much improved.

**C. District Counsel**

Ms. Whelan had no report.

**D. District Engineer**

Mr. Plate communicated that he had received a proposal from Kearney to remediate the underdrain depression in the front of the amenity center and distributed the proposal for the Board's review.

On a Motion by Mr. Perkins, seconded by Mr. Hill with all in favor, the Board approved the Kearney Proposal in the amount of (\$1,250.00) for the Belmont Community Development District.

Mr. Plate reviewed the background of the bid process for landscape, hardscape, and irrigation installation services and materials for Phase 1C-2A. Discussion ensued regarding the pricing, previous contract with LMP, the ability for Ameriscape to complete the work. Mr. Plate expressed his confidence in Ameriscape to be able to undertake and complete the project.

On a Motion by Mr. Perkins, seconded by Mr. Martin with all in favor, the Board approved the Ameriscape Proposal for Landscape, Hardscape, and Irrigation Installation Services for Phase 1C-2A in the amount of (\$207,894.14) for the Belmont Community Development District.

Mr. Plate reviewed issues with bids that were received for Phase 2C, noting that the bids that came in were over the threshold for a public RFP, and therefore the District would need to re-bid this project. The RFP advertisement would be run on March 2, the pre-bid meeting would take place on March 6, and the bids would be due on March 27.

On a Motion by Ms. Fludd, seconded by Mr. Perkins, with all in favor, the Board approved Resolution 2018-07, Approving the RFP for Phase 2C Landscape, Hardscape, and Irrigation for the Belmont Community Development District.

Mr. Plate communicated that the amenity center expansion bids were due on February 26. Discussion ensued regarding the need to hold a special meeting or circulate the plans for the next meeting on March 20 to allow for additional time to review. It was the consensus of the Board that Ms. Perkins would circulate proposals once received, as well as include proposals for the March 20 agenda for consideration.

Mr. Plate additionally introduce colleague Lara Bartholomew, as she would be assisting Mr. Plate on future projects to provide better service to the District.

**E. District Manager**

Ms. Perkins announced that the next regular meeting will be held on Tuesday, March 20, 2018 at 11:00 a.m. at the offices of Rizzetta and Company Inc., located at 9428 Camden Field Parkway, Riverview, Florida 33578.

**F. Clubhouse Manager**

Mr. Butler had no report.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-07,  
Approving RFP for Phase 2C Landscape,  
Hardscape, and Irrigation**

This Resolution was approved during the District Engineer's Report.

**EIGHTH ORDER OF BUSINESS**

**Ratification of Dissemination Agent  
Agreement**

On a Motion by Mr. Perkins, seconded by Mr. Martin, with all in favor, the Board Ratified the Dissemination Agent Agreement for the Belmont Community Development District.

**NINTH ORDER OF BUSINESS**

**Ratification of License Agreement**

On a Motion by Mr. Hill, seconded by Mr. Martin, with all in favor, the Board Ratified the License Agreement for the Belmont Community Development District.

**TENTH ORDER OF BUSINESS**

**Discussion Regarding Pool Monitors**

Ms. Perkins reviewed the previous year's schedule and pricing for summer pool monitors. Discussion ensued regarding keeping this year's schedule consistent, and Ms. Perkins would provide a proposal at the next meeting for the Board's consideration.

On a Motion by Mr. Martin, seconded by Mr. Hill, with all in favor, the Board approved having pool monitors from Memorial Day through Labor Day with the same schedule as last fiscal year for the Belmont Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Supervisor Requests**

Ms. Fludd communicated that there was a locale adjacent to the amenity center that needed to be trimmed as not to interfere with individuals walking throughout the area.

Mr. Martin distributed a map that he had provided to Hillsborough County that identified various locations to add traffic-calming devices. Mr. Nelson additionally communicated that he would assess and take a look at this as well.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Mr. Hill, seconded by Mr. Martin, with all in favor the Board adjourned the meeting at 12:31 p.m. for the Belmont Community Development District.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman