

**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, July 17, 2018 at 11:00 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>
Lara Bartholomew	<b>District Engineer, Heidt Design</b> <i>(via phone)</i>
Scott Green	<b>Field Services Manager, Rizzetta &amp; Company, Inc.</b>
James Butler	<b>Clubhouse Manager</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**

Ms. Diane Perkins inquired about tree trimming along pathways that were causing obstructions to pedestrians. Mr. Cornelius expressed that he would assess appropriately during his next site visit.

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of the Board of Supervisors' Regular Meeting held on June 19, 2018**

On a Motion by Mr. Hill, seconded by Mr. Perkins, with all in favor, the Board approved the minutes from the regular meeting held on June 19, 2018 for the Belmont Community Development District.
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**FOURTH ORDER OF BUSINESS**

**Consideration of Minutes of the Board of Supervisors' Continued Meeting held on July 2, 2018**

On a Motion by Mr. Perkins, seconded by Mr. Hill, with all in favor, the Board approved the minutes from the continued meeting held on July 2, 2018 for the Belmont Community Development District.

**FIFTH ORDER OF BUSINESS**

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

Mr. Perkins inquired about the frequency that Suncoast Pools services the pool, to which Mr. Butler confirmed they were onsite three days per week (Monday, Wednesday, and Friday). Discussion ensued about the proper protocols pertaining to the removal of feces. Mr. Perkins also communicated his concerns about a pool monitor that was missing during scheduled pool attendant hours, to which Mr. Butler and Ms. Perkins would investigate and address.

Mr. Miars provided an update pertaining to his discussions with Heidt Design after the last meeting, as he had discussed both the front entry landscape enhancements and the Amenity Center construction project financials. Mr. Miars confirmed that he was fine with the numbers, and thus the projects would be moving forward. Ms. Bartholomew communicated that they expected final numbers within the next week.

*(Mr. Miars left the meeting at 11:07 AM).*

On a Motion by Mr. Martin, seconded by Ms. Fludd, with all in favor, the Board approved the Operation and Maintenance Expenditures for May 2018 (\$59,132.74) for the Belmont Community Development District.

**SIXTH ORDER OF BUSINESS**

**Ratification of Construction Requisitions for 2016A #193A-#195A, 2016B #193B-#195B**

Requisition Number	FOR 2016 A	Amount
	Payee	
193A	Ameriscape USA, Inc.	\$24,852.93
194A	Ameriscape USA, Inc.	\$76,911.82
195A	Hopping Gren & Sams	\$397.89

Requisition Number	FOR 2016 B	Amount
	Payee	
193B	Ameriscape USA, Inc.	\$16,683.83
194B	Ameriscape USA, Inc.	\$51,631.07
195B	Hopping Green & Sams	\$267.11

On a Motion by Mr. Perkins, seconded by Mr. Martin, with all in favor, the Board Ratified Construction Requisitions for **2016A**: #193A-#195A & **2016B**: #193B-#195B for the Belmont Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Field Services Manager**

1. Presentation of June 2018 Field Inspection Report
2. Presentation of June 2018 BrightView Landscape Response

Mr. Green presented the June 2018 Field Inspection Report to the Board, providing a summary of several items which included: voids of plant material, installation of annuals, front construction damage at the entrance at US 301, treatment of weeds/Bahia, fertilizer/chemical applications, sidewalk area cutbacks, and irrigation repairs that were completed. Mr. Perkins inquired about the high grass in the park behind Count Fleet Drive and the area near the Cedar Creek models, to which Mr. Cornelius would address that afternoon. Ms. Fludd inquired about the treatment of active ant mounds, and therefore Mr. Perkins requested that BrightView incorporate ant checks into their weekly service to treat accordingly. Discussion ensued pertaining to the moss that was sprayed, as well as the process of fire ant treatment.

3. Consideration of Proposals for Landscape Enhancements

- I. Reference Inspection Report Picture #6 Proposal – Smarty Jones (\$1,200.00)
- II. Reference Inspection Report Picture #7 Proposal – Victory Gallo (\$2,000.00)
- III. Reference Inspection Report Picture #10 Proposal – Belmont Trail (\$3,825.00)
- IV. Turf Renovation Proposal – Sage Creek (\$5,175.00)
- V. Bush Hug Tractor Mowing Proposal (\$9,114.00)

Several proposals for landscape enhancements were presented for Board consideration. Discussion ensued as it pertained to which areas fell under the current Ameriscape installation and maintenance contracts, as well as what falls within the scope of responsibility for BrightView and the current challenges of junk/garbage dumping within the District.

On a Motion by Mr. Perkins, seconded by Mr. Hill, with all in favor, the Board approved the BrightView Landscape Proposals I, II, & V in the amount of (\$12,314.00) for the Belmont Community Development District.

**B. Sitex Aquatics**

1. Presentation of July 2018 Sitex Aquatics Inspection Report

Ms. Perkins presented the July 2018 Aquatics Inspection Report to the Board. Discussion ensued pertaining to the weeds that were sprayed.

**C. District Counsel**

Ms. Whelan had no report.

**D. District Engineer**

Ms. Bartholomew reiterated that value-engineering was still in process for both recent RFP projects, with the expectation that finalized numbers would be received within the next week. Ms. Bartholomew confirmed that that it would take approximately 30-45 days to see movement after getting through the permitting process with the county and clearing work to commence.

Ms. Bartholomew also presented a maintenance addendum proposal from Ameriscape for landscaping maintenance and irrigation in relation to their installation project in Phase 1C2A, as this would take into effect for one year after the installation was completed.

1. Consideration of Maintenance Addendum for the Belmont Ph 1C-2A Landscape and Hardscape Project

On a Motion by Mr. Perkins, seconded by Ms. Fludd, with all in favor, the Board of Supervisors approved the Maintenance Addendum for the Belmont Ph 1C-2A Landscape and Hardscape Project in the amount of (\$12,888.40) for the Belmont Community Development District.

**E. District Manager**

Ms. Perkins informed the Board that the next regular meeting will be held on Tuesday, August 21, 2018 at 6:00 p.m. at the offices of Rizzetta and Company Inc., located at 9428 Camden Field Parkway, Riverview, Florida 33578, which will also be the Public Hearing for the Final Budget for FY 2018-2019.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-14,  
Ratifying Change to Boundary Amendment  
Property**

Ms. Whelan presented Resolution 2018-14, which would ratify already-approved changes that were made to boundary amendment property. Ms. Whelan communicated that the Board had approved a similar resolution approximately six months to one year ago, as this would add approximately 75 acres to the boundary amendment property, and the landowner was currently re-petitioning the amendment to Hillsborough County.

On a Motion by Mr. Martin, seconded by Mr. Perkins, with all in favor, the Board of Supervisors Ratified Resolution 2018-14, Ratifying Change to Boundary Amendment Property for the Belmont Community Development District.

**NINTH ORDER OF BUSINESS**

**Consideration of Statewide Mutual Aid  
Agreement**

Ms. Whelan presented the Statewide Mutual Aid Agreement, noting that the District had not previously entered into this agreement in the past, and it was uncommon for special districts to do so. Discussion ensued about the positives and drawbacks of entering into this agreement.

On a Motion by Mr. Perkins, seconded by Mr. Martin, with all in favor, the Board of Supervisors elected to not enter into the Statewide Mutual Aid Agreement for the Belmont Community Development District.

**TENTH ORDER OF BUSINESS**

**Ratification of Fiscal Year 2016-2017 Audit**

Ms. Perkins presented the Fiscal Year 2016-2017 Audit to the Board, noting that this was a clean audit with no adverse findings, and was previously accepted and reviewed by the Chairman on behalf of the District.

On a Motion by Mr. Perkins, seconded by Mr. Hill, with all in favor, the Board of Supervisors ratified the Fiscal Year 2016-2017 Audit for the Belmont Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Proposal for Holiday Lighting**

Ms. Perkins presented the proposal for holiday lighting for the upcoming winter holiday season. Discussion ensued with talking to Illuminations Holiday lighting about the forthcoming construction projects that may impact the lighting placement. Ms. Perkins confirmed that she would work with Mr. Gay around any challenges.

On a Motion by Ms. Fludd, seconded by Mr. Hill, with all in favor, the Board of Supervisors approved the Proposal from Illuminations Holiday Lighting for Christmas Lighting in the amount of (\$6,250.00) for the Belmont Community Development District.

**TWELFTH ORDER OF BUSINESS**

**Consideration of Proposal for Producing a Public Facilities Report**

Ms. Perkins presented the proposal from Heidt Design to complete a Public Facilities Report, noting that the District previously put this project on hold, however it was recommended to pursue at this time to be able to get into compliance with Florida Statute requirements.

On a Motion by Ms. Fludd, seconded by Mr. Perkins, with all in favor, the Board of Supervisors approved the Proposal from Heidt Design for the Producing Public Facilities Report in the amount of (\$5,000.00) for the Belmont Community Development District.

**THIRTEENTH ORDER OF BUSINESS**

**Supervisor Requests**

Mr. Hill inquired about the entrance pavers as they are currently being damaged by trucks making U-Turns within the entrance of the community. Discussion ensued about making remediations on County-owned roadways.

Mr. Martin inquired about the ideal process for communicating irrigation breaks, as well as remarked about the lack of mulch at the pool amenity, and several exposed drip lines.

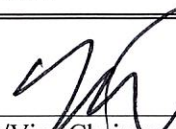
Mr. Perkins communicated that the pool amenity shower heads seemed clogged and in need of remediation, as well as the broken wind screens at the basketball court.

**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Ms. Fludd, seconded by Mr. Hill, with all in favor, the Board of Supervisors adjourned the meeting at 12:23 p.m. for the Belmont Community Development District.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman