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**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, June 17, 2014 at 10:33 a.m.** at the office of Rizzetta & Company, Inc. located at 3434 Colwell Avenue, Suite 200, Tampa, FL 33614.

Present and constituting a quorum:

Walter Beeman	<b>Board Supervisor, Chairman</b>
Grady Miars	<b>Board Supervisor, Vice Chairman</b>
Bruce Kaschyk	<b>Board Supervisor, Asst. Secretary</b>
Ellen Johnson	<b>Board Supervisor, Asst. Secretary</b>
Kyle Thornton	<b>Board Supervisor, Asst. Secretary</b>

Also present were:

Joe Roethke	<b>District Manager; Rizzetta &amp; Company, Inc.</b>
Jennifer Kilinski	<b>District Counsel; Hopping Green &amp; Sams, P.A. (via phone)</b>
Jonathan Johnson	<b>District Counsel; Hopping Green &amp; Sams, P.A.</b>
Tim Plate	<b>District Engineer, Heidt Design, LLC (via phone)</b>
Robert Nelson	<b>Greenpointe Holdings, LLC</b>

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**

Several residents members commented on some landscaping issues.

An audience member asked if the ditch area behind Newminster Loop can be maintained. This area is still owned by the developer, and District Counsel is working on a cost-share agreement between the CDD and the developer to have the CDD landscape maintenance company cut back the vegetation in this area.

An audience member commented about a concrete slab missing from a sidewalk on Celtic Ash Drive.

An audience member asked about the status of the Amenity Center. Mr. Nelson responded with some updates and the current completion schedule.

An audience member asked about potholes along Paseo Al Mar Blvd. This is a county-owned street and Hillsborough County should be able to make any necessary repairs.

An audience member commented on running water at the new construction area. Mr. Thornton responded that this process is necessary and is a standard procedure on new construction sites.

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of Board of Supervisors' Regular Meeting held May 20, 2014**

On a Motion by Mr. Miars, seconded by Mr. Kaschyk, with all in favor, the Board approved the Minutes of the Board of Supervisors' Regular Meeting held on May 20, 2014 for Belmont Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of Operation & Maintenance Expenditures for May 2014**

On a Motion by Mr. Miars seconded by Mr. Beeman, with all in favor, the Board approved the Operation & Maintenance Expenditures for May 2014 totaling (\$21,493.83) for Belmont Community Development District.

**FIFTH ORDER OF BUSINESS**

**Presentation of Landscape Report for May**

Mr. Roethke presented the Landscape Report to the Board. Included with the report was a proposal for some shrub replacements.

On a Motion by Mr. Miars seconded by Ms. Johnson, with all in favor, the Board approved the proposal from Vision Landscapes for viburnum hedge replacement for (\$150.00) for Belmont Community Development District.

**SIXTH ORDER OF BUSINESS**

**Consideration of Proposal for Mulching and Seeding**

Mr. Roethke presented several proposals for mulching and seeding of the Phase I stockpile. Mr. Plate added some additional detail for these proposals. A discussion ensued.

On a Motion by Mr. Miars seconded by Mr. Beeman, with all in favor, the Board approved the proposal from Shoop Hay Service at a cost of (\$11,577.28), subject to review of field verification of the area, with final signoff by Board Chair for Belmont Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Change Order by Mandy Electric**

Mr. Roethke presented a change order to the Mandy Electric contract for the Amenity Center. This covers several additional changes to the scope of work, and the cost increase is \$2,660.00. Mr. Nelson provided some additional details to this proposal, which will allow electric to be supplied to the future tennis courts.

On a Motion by Mr. Miars seconded by Ms. Johnson, with all in favor, the Board accepted change order to the Amenity Center electrical contract from Mandy Electric at a cost of (\$2,660.00) for Belmont Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Proposals for Amenity Center Landscape & Irrigation Installation**

Mr. Roethke presented proposals from Vision Landscapes for landscape and irrigation installation at the Amenity Center. Mr. Plate noted that no other vendors have submitted updated proposals for this project, and he recommended to the Board that we move forward with the proposal provided by Vision Landscapes.

On a Motion by Mr. Miars seconded by Mr. Beeman, with all in favor, the Board approved the proposals from Vision Landscapes for landscape installation (\$25,401.00) and irrigation installation (\$62,600.00) at the Amenity Center for Belmont Community Development District.

**NINTH ORDER OF BUSINESS**

**Presentation of Monthly Financial Summary**

Mr. Roethke presented the monthly financial summary to the Board. No formal Board action was taken.

**TENTH ORDER OF BUSINESS**

**Consideration of Change Order to SEG Contract (under separate cover)**

Mr. Roethke presented a change order for the SEG Site Work Contract at the Amenity Center. Mr. Plate added some additional details regarding this change order. These changes affect the storm water drainage components of the original contract.

On a Motion by Mr. Miars, seconded by Mr. Beeman, with all in favor, the Board approved the SEG change order to the Amenity Center Site Work Contract at a cost of (\$23,733.24) for Belmont Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Water Impact Fees for Amenity Center (under separate cover)**

Mr. Roethke presented a cost estimate of Water Impact Fees at the Amenity Center from the Hillsborough County Water Department. Mr. Nelson added some additional details regarding the County requirements for this item.

On a Motion by Mr. Thornton, seconded by Mr. Miars, with all in favor, the Board approved (\$8,617.10) for water impact fees to be paid to the Hillsborough County Water Department for Belmont Community Development District.

**TWELFTH ORDER OF BUSINESS**

**Consideration of Construction Easement (under separate cover)**

Mr. Roethke presented a construction easement draft document to the Board. Mr. Johnson added some additional details regarding this construction easement.

On a Motion by Mr. Beeman, seconded by Ms. Johnson, with all in favor, the Board adopted construction easement in substantial form, with execution by Board Chairman upon completion of the final version for Belmont Community Development District.

**THIRTEENTH ORDER OF BUSINESS**

**Consideration of Authorization for Chair and Staff to Finalize Audit and Transmit to the State of Florida**

Mr. Roethke noted that the auditor is still working on completing the Fiscal Year 2012/2013 Audit for Belmont CDD. Since this needs to be completed prior to June 30, it is necessary to get Board sign off at this meeting. A draft version of the audit was just completed and was distributed to the Board for their review.

On a Motion by Mr. Miars, seconded by Ms. Johnson, with all in favor, the Board authorized Board Chair and District Staff to finalize audit and transmit to the State of Florida prior to June 30, 2014 for Belmont Community Development District.

**FOURTEENTH ORDER OF BUSINESS**

**Ratification of Aquatic Management Improvements (under separate cover)**

Mr. Roethke presented a proposal from Aquagenix for cattail removal and re-plantings of native species of vegetation in two ponds at Belmont CDD. The Board approved a not-to-exceed amount of \$25,000.00 at the last meeting, but this proposal came back slightly higher, so Board ratification will be needed.

On a Motion by Mr. Beeman, seconded by Mr. Miars, with all in favor, the Board approved the proposal from Aquagenix for cattail removal at a cost of (\$29,975.00) which will include a maintenance period by the aquatics contractor to prevent re-growth of invasive vegetation for Belmont Community Development District.

**FIFTEENTH ORDER OF BUSINESS**

**Update on Construction Related Projects**

Mr. Plate noted that the lots infrastructure construction is nearing completion and will be submitted to the county before the next meeting. Mr. Plate also discussed the potential for adding a bus shelter along Pasco Al Mar Blvd. A discussion ensued. Mr. Beeman requested some options for potential shelters to be considered in the future. Mr. Plate will provide these at a future meeting.

**SIXTEENTH ORDER OF BUSINESS**

**Staff Reports**

- A. **District Counsel**  
No report.
  
- B. **District Engineer**  
No report.

**C. District Manager**

Mr. Roethke stated that the next meeting will be held on Tuesday, July 15, 2014 at 10:30 a.m. at the offices of Rizzetta & Company located at 3434 Colwell Avenue, Suite 200, Tampa, FL 33614.

Mr. Roethke discussed the possibility of moving the location of the CDD meetings for next Fiscal Year.

**SEVENTEENTH ORDER OF BUSINESS**

**Supervisor Requests**

There were no Supervisor requests.

**EIGHTEENTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Mr. Beeman, seconded by Mr. Kaschyk, with all in favor the Board adjourned the meeting at 11:33 a.m. for Belmont Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman