

**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 Special meeting of the Board of Supervisors of Belmont Community Development District was held on **Tuesday, October 17, 2017 at 11:39 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, Asst. Secretary</b>
Tina Fludd	<b>Board Supervisor, Asst. Secretary</b>

Also present were:

Joe Roethke	<b>Regional District Manager; Rizzetta &amp; Company, Inc.</b>
Christine Perkins	<b>District Manager; Rizzetta &amp; Company, Inc.</b>
Jennifer Kilinski	<b>District Counsel, HGS</b>
Tim Plate	<b>District Engineer, Heidt Design, LLC</b> <i>(via phone)</i>
Robert Nelson	<b>Greenpointe Holdings, LLC</b>
Scott Green	<b>Field Services Manager; Rizzetta &amp; Company, Inc.</b>
James Butler	<b>Clubhouse Manager</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**

Audience member(s) made the following questions and/or comments below:

- Maritza Valentin from 10235 Celtic Ash Dr. inquired about the pine trees that were removed adjacent to her home and replaced with palm trees. Ms. Valentin also asked if any additional landscaping will be installed in this area to provide additional privacy to the residents, as she expressed concern over the increase in foot traffic around her home and concerns over residents that were cutting through her property.

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of the Board of  
Supervisors' Regular Meeting held on August 15,  
2017**

On a Motion by Mr. Martin, seconded by Mr. Perkins, with all in favor, the Board approved the Board of Supervisors' Regular Meeting Minutes held on August 15, 2017 for the Belmont Community Development District.
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**FOURTH ORDER OF BUSINESS**

**Consideration of Operation and Maintenance  
Expenditures for July 2017 & August 2017**

On a Motion by Mr. Perkins, seconded by Ms. Fludd, with all in favor, the Board approved the Operation and Maintenance Expenditures for July 2017 in the amount of (\$74,894.68) & August 2017 in the amount of (\$55,223.45) for Belmont Community Development District.

**FIFTH ORDER OF BUSINESS**

**Ratification of Series 2016A & 2016 B Construction  
Requisitions #152A-162A & #152B-#162B**

Requisition Number	<b>FOR 2016 A</b>	Amount
	Payee	
152A	The Kearney Companies	\$34,945.74
153A	Ballenger & Co.	\$1,591.29
154A	GeoPoint	\$4,903.76
155A	Hayes Pipe	\$438.42
156A	Heidt Design	\$24,095.74
157A	Hopping Green	\$182.51
158A	Mortensen Engineering	\$974.26
159A	Mortensen Engineering	\$6,719.13
160A	Mortensen Engineering	\$3,897.03
161A	The Kearney Companies	\$3,750.47
162A	The Kearney Companies	\$72,684.28
Requisition Number	<b>FOR 2016 B</b>	Amount
	Payee	
152B	The Kearney Companies	\$18,857.91
153B	Ballenger & Co.	\$858.71
154B	GeoPoint	\$2,646.24
155B	Hayes Pipe	\$236.58
156B	Heidt Design	\$13,002.89
157B	Hopping Green	\$98.49
158B	Mortensen Engineering	\$525.74
159B	Mortensen Engineering	\$3,625.87
160B	Mortensen Engineering	\$2,102.97
161B	The Kearney Companies	\$2,102.95
162B	The Kearney Companies	\$40,755.39

On a Motion by Mr. Martin, seconded by Mr. Perkins, with all in favor, the Board approved Construction Requisitions for **2016A**: 152A-162A, **2016B**: 152B-162B 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. A discussion ensued regarding several maintenance issues.

Mr. Green reviewed the details of the Field Inspection Reports and entertained various questions from the Board. The Board asked about landscape lighting at the Cedar Creek monument. Mr. Plate will follow up on this.

**EIGHTH ORDER OF BUSINESS**

**Discussion Regarding Additional Landscape Installations**

The Board discussed installing additional landscaping to the area on Lucky Debonair where Sabal Palms were recently installed. A discussion ensued. Mr. Green will work with Brightview to provide plant installation proposals at the next meeting.

**NINTH ORDER OF BUSINESS**

**Presentation of September 2017 & October 2017 Aquatics Report**

Mr. Roethke presented the Aquatics inspection reports to the Board.

**TENTH ORDER OF BUSINESS**

**Consideration of Proposal for Midge Fly Treatment at Pond Located at Ivory Drive**

Mr. Roethke presented a Midge Fly Treatment Proposal to the Board. There have been several complaints about midge flies on this pond at Ivory Drive.

On a Motion by Mr. Martin, seconded by Ms. Fludd, with all in favor, the Board approved proposal from Sitex Aquatics for Midge Fly Treatments on Ivory Drive Pond at a cost of (\$130) a month for the Belmont Community Development District.
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**ELEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-01, Adopting Fiscal Year 2017-2018 Meeting Schedule**

Mr. Roethke presented Resolution 2018-01, Adopting Fiscal Year 2017-2018 Meeting Schedule to the Board. The Board discussed adjusting some of the meeting dates and times for the 2017/2018 Fiscal Year. The meetings will all take place at 11:00 AM, except for January 16, 2018, April 17, 2018, and August 21, 2018, which will be at 6:00 PM.

On a Motion by Ms. Fludd, seconded by Mr. Perkins, with all in favor, the Board adopted Resolution 2018-01; Adopting Fiscal Year 2017-2018 Meeting Schedule for the Belmont Community Development District.
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**TWELFTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-02, Adopting Alternative Investment Guidelines**

Mr. Roethke presented Resolution 2018-02, Alternative Investment Guidelines to the Board.

On a Motion by Mr. Martin, seconded by Mr. Perkins, with all in favor, the Board adopted Resolution 2018-02; Adopting Alternative Investment Guidelines for the Belmont Community Development District.
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**THIRTEENTH ORDER OF BUSINESS      Consideration of Resolution 2018-03, Appointing Assistant Secretary of the District**

Mr. Roethke presented Resolution 2018-03, Appointing Assistant Secretary of the District, which will add Christine Perkins as an Assistant Secretary of the District.

On a Motion by Mr. Martin, seconded by Mr. Perkins, with all in favor, the Board adopted Resolution 2018-03; Appointing Assistant Secretary of the District for Belmont Community Development District.

**FOURTEENTH ORDER OF BUSINESS      Ratification of Insurance Proposal for Fiscal Year 2017/2018**

Mr. Roethke presented the Egis Insurance Proposal to the Board.

On a Motion by Mr. Perkins, seconded by Mr. Martin, with all in favor, the Board approved to ratify the proposal from Egis for CDD insurance at a cost of (\$17,023) for Belmont Community Development District.

**FIFTEENTH ORDER OF BUSINESS      Consideration of Proposals for Landscape, Hardscape, and Irrigation install for Phases 2A and 2B**

Mr. Roethke presented proposals for landscape, hardscape, and irrigation installation in Phases 2A and 2B. Mr. Roethke informed the Board that the Suggs bid did not include a bid bond or a schedule. However, they did confirm with the District Engineer that they could complete the work within 105 days. Mr. Plate and Ms. Kilinski added details regarding these proposals and the Board's options, and Mr. Plate entertained various questions from the Board.

**SIXTEENTH ORDER OF BUSINESS      Consideration of Resolution 2018-04, Award Contract for Phase 2A/2B for Landscape, Hardscape, and Irrigation Services**

Mr. Roethke presented the Resolution 2018-04, Award Contract for Phase 2A/2B for Landscape, Hardscape, and Irrigation Services.

On a Motion by Mr. Perkins, seconded by Ms. Fludd, with all in favor, the Board adopted Resolution 2018-04, naming Ameriscape Services as the winning bidder for Belmont Community Development District.

**SEVENTEENTH ORDER OF BUSINESS      Update on Construction Related Projects and Proposals Related Thereto**

Mr. Nelson updated the Board on the status of the construction projects in Phases 2A, 2B, and 2C. Mr. Plate added comments as well.

**EIGHTEENTH ORDER OF BUSINESS      Staff Reports**

**A.      District Counsel**

Ms. Kilinski informed the Board that the boundary amendment petition has been submitted to the County for approval.

**B. District Engineer**

1. Presentation of Updated Engineer's Report

Mr. Roethke presented the updated Engineer's Report to the Board. The purpose of this update is to amend the Capital Improvement Plan to include landscape, irrigation, and hardscape at the US 301 entrance to the community, along Paseo Al Mar Blvd. from US 301 to and including Gate Dancer, the four corners of Paseo Al Mar and Gate Dancer, and the amenity area. Mr. Plate reviewed the details of this report with the Board.

On a Motion by Mr. Perkins, seconded by Mr. Martin, with all in favor, the Board approved the 2017 Supplemental Engineer's Report. In substantial form, pending District Counsel and Bond Counsel review for the Belmont Community Development District.

2. Consideration of Proposal for Landscape / Engineering Design for Belmont Paseo Al Mar

Mr. Roethke presented a proposal from Heidt Design for landscape, hardscape, and irrigation design plans. Mr. Plate reviewed this proposal with the Board and entertained various questions.

On a Motion by Mr. Martin, seconded by Mr. Perkins, with all in favor, the Board approved the proposal from Heidt Design for landscape, hardscape, and irrigation design plans at a cost of (\$49,500) for Belmont Community Development District.

**C. District Manager**

Mr. Roethke announced that the next regular meeting will be held on Tuesday, November 21, 2017 at 11:00 a.m. at the offices of Rizzetta and Company Inc., located at 9428 Camden Field Parkway, Riverview, Florida 33578.

Mr. Roethke introduced Christine Perkins to the Board and informed them that she will be the District Manager going forward for the Belmont CDD.

**NINETEENTH ORDER OF BUSINESS      Supervisor Requests**

Mr. Perkins asked about rules for pool parties.

Mr. Martin asked about checking ID's at the pool.

**TWENTIETH ORDER OF BUSINESS      Adjournment**

On a Motion by Mr. Perkins, seconded by Ms. Fludd, with all in favor the Board adjourned the meeting at 12:59 pm for the Belmont Community Development District.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman