

**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, August 15, 2017 at 11:23 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>
Michael Martin	<b>Board Supervisor, Vice Chairman</b>
Charles Perkins	<b>Board Supervisor, Asst. Secretary</b>
Tina Fludd	<b>Board Supervisor, Asst. Secretary (via phone)</b>
Clement Hill	<b>Board Supervisor, Asst. Secretary</b>

Also present were:

Joe Roethke	<b>District Manager; Rizzetta &amp; Company, Inc.</b>
Lindsay Whelan	<b>District Counsel, HGS (via phone)</b>
Tim Plate	<b>District Engineer, Heidt Design, LLC</b>
Robert Nelson	<b>Greenpointe Holdings, LLC</b>
Scott Green	<b>Field Services Manager; Rizzetta &amp; Company, Inc.</b>
John Crawford	<b>Field Services Manager; Rizzetta &amp; Company, Inc.</b>
Rick Herndon	<b>Sitex Landscape</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:

- Asked about landscape and irrigation maintenance proposals.

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of the Board of Supervisors' Regular Meeting held on July 18, 2017**

On a Motion by Mr. Hill, seconded by Mr. Miars, with all in favor, the Board approved the Supervisors' Regular Meeting Minutes held on July 18, 2017 for Belmont Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of Operations and Maintenance Expenditures for June 2017**

On a Motion by Mr. Miars, seconded by Mr. Perkins, with all in favor, the Board ratified the Operation and Maintenance Expenditures for June 2017 in the amount of (\$73,305.24) for Belmont Community Development District.

**FIFTH ORDER OF BUSINESS**

**Construction Requisitions S2016A: 138-151A, S2016 B: 138-151B**

Requisition Number	FOR 2016 A	Amount
	Payee	
138	The Kearney Companies	\$116,682.52
139	Florida Soil Cement	\$22,465.54
140	GeoPoint Surveying, Inc.	\$6,774.34
141	Hayes Pipe Supply	\$1,215.87
142	Heidt Design	\$10,878.81
143	Hopping Green	\$244.21
144	Heidt Design	\$13,841.92
145	Mortensen Engineering	\$1,948.51
146	Mortensen Engineering	\$1,299.01
147	Mortensen Engineering	\$9,742.57
148	Mortensen Engineering	\$9,742.57
149	Mortensen Engineering	\$6,495.05
150	Mortensen Engineering	\$9,742.57
151	Belmont Ventures 1, LLC	\$5,020.24

Requisition Number	FOR 2016 B	Amount
	Payee	
138	The Kearney Companies	\$62,965.87
139	Florida Soil Cement	\$12,123.18
140	GeoPoint Surveying, Inc.	\$3,655.66
141	Hayes Pipe Supply	\$656.13
142	Heidt Design	\$5,870.58
143	Hopping Green	\$131.79
144	Heidt Design	\$7,469.58
145	Mortensen Engineering	\$1,051.49
146	Mortensen Engineering	\$700.99
147	Mortensen Engineering	\$5,257.43
148	Mortensen Engineering	\$5,257.43

149	Mortensen Engineering	\$3,504.95
150	Mortensen Engineering	\$5,257.43
151	Belmont Ventures 1, LLC	\$2,709.10

On a Motion by Mr. Miars, seconded by Mr. Martin, with all in favor, the Board ratified Construction Requisitions for **2016A**: 138-151A, **2016B**: 138-151B for Belmont Community Development District.

**SIXTH ORDER OF BUSINESS**

**Ratification of Change Orders # 5**

<b>CHANGE ORDER #</b>	<b>CONTRACTOR</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>	<b>Phase</b>
5	Kearney	Hayes Pipe Supply	<b>\$708.75</b>	2C

On a Motion by Mr. Miars, seconded by Mr. Martin, with all in favor, the Board ratified Change Orders # 5 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.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Proposals for Landscape and Irrigation Services**

Mr. Roethke presented several proposals for landscape and irrigation services to the Board. Mr. Crawford reviewed the details of these proposals with the Board. The Board agreed to review the proposals with the standard fertilizer specifications. Representatives from LMP, Primescape, and BrightView introduced themselves and entertained various questions from the Board. Mr. Roethke noted that Ms. Fludd would not be submitting a scoring sheet since she is attending via phone. All other remaining Board members completed scoring sheets and Mr. Crawford tabulated the results, which are as follows:

- Brightview: 373 points
- LMP: 369.8 points
- Primescape: 331 points
- Duval: 182.2 points
- Dora: 170.4 points

On a Motion by Mr. Hill, seconded by Mr. Perkins, with all in favor, the Board accepted the ranking sheets and awarded contract for landscape and irrigation maintenance services to Brightview for Belmont Community Development District.

**NINTH ORDER OF BUSINESS**

**Consideration of Proposal for Holiday Decor**

Mr. Roethke presented several proposals for holiday decor to the Board.

On a Motion by Mr. Perkins, seconded by Mr. Martin, with four in favor and Mr. Hill opposed, the Board approved the proposal from Illuminations for holiday décor at a cost of (\$6,250) for Belmont Community Development District.

**TENTH ORDER OF BUSINESS**

**Presentation of 2016 Audit**

Mr. Roethke presented the 2016 Audit of the District to the Board. It was noted that the auditor's opinion was unqualified and there are no instances or adverse findings reported for this District.

On a Motion by Mr. Miars, seconded by Mr. Hill, with all in favor, the Board accepted the audit report for Fiscal year 2015/2016 for Belmont Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2017-15,  
Adopting Fiscal Year 2017/2018 Meeting  
Schedule**

Mr. Roethke presented Resolution 2017-15 to the Board which will adopt the meeting schedule for the Fiscal Year 2017/2018. A discussion ensued regarding potential meeting dates and times. This item has been tabled until the next meeting.

**TWELFTH ORDER OF BUSINESS**

**Consideration of Resolution 2017-16,  
Authorization for RFP for Phase 2A and 2B  
Landscape, Hardscape and Irrigation Install**

Mr. Roethke presented Resolution 2017-16 to the Board which will adopt the RFP documents for Phase 2A and 2B Landscape, Hardscape and Irrigation installation.

Ms. Whelan reviewed the details of this resolution with the Board. Mr. Plate added comments as well. The Board agreed to cancel the next meeting on September 19, 2017 and instead hold a special meeting on September 26, 2017 at 10:00 am at the offices of Rizzetta and Company located at 9428 Camden Field Parkway, Riverview, FL 33578 to coincide with the timing of this RFP

On a Motion by Mr. Miars, seconded by Mr. Hill, with all in favor, the Board adopted Resolution 2017-16 for Belmont Community Development District.

**THIRTEENTH ORDER OF BUSINESS**

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

Mr. Plate updated the Board on the status of the current construction projects. Mr. Nelson added comments, as well.

**FOURTEENTH ORDER OF BUSINESS**

**Staff Reports**

- A. District Counsel**  
No report.

Mr. Plate updated the Board on the status of the current construction projects. Mr. Nelson added comments, as well.

**FOURTEENTH ORDER OF BUSINESS**

**Staff Reports**

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

**Consideration of Updated Engineer's Report**

Mr. Plate provided comments related to updating the current Engineer's Report to include amenity improvements that were not in the original report. A discussion ensued.

On a Motion by Mr. Miars, seconded by Mr. Hill, with all in favor, the Board directed District Engineer to revise Engineer's Report and bring landscape design proposals to the next meeting for Belmont Community Development District.

C. **District Manager**

Mr. Roethke announced that the next regular meeting will be held on Tuesday, September 26, 2017 at 10:00 a.m. at the offices of Rizzetta and Company located at 9428 Camden Field Parkway, Riverview, Florida 33578.

**FIFTEENTH ORDER OF BUSINESS**

**Supervisor Requests**

Mr. Hill asked about fence repairs.

Mr. Perkins asked about new towing company.

Mr. Martin asked about deficiencies from the current landscaper getting fixed before they are terminated.

**SIXTEENTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Mr. Perkins, seconded by Mr. Hill, with all in favor the Board adjourned the meeting at 12:46 pm for Belmont Community Development District.

  
Secretary Assistant Secretary

  
Chairman Vice Chairman