

**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, November 21, 2017 at 11:11 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, Assistant Secretary</b>
Tina Fludd	<b>Board Supervisor, Assistant Secretary</b>
Clement Hill	<b>Board Supervisor, Assistant 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>
Lindsay Whelan	<b>District Counsel, Hopping Green &amp; Sams</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>
James Butler	<b>Clubhouse Manager</b>
Sergeant Ryan Zacher	<b>Hillsborough County Sheriff's Office</b>
Detective Ronald Corr	<b>Hillsborough County Sheriff's Office</b>
John Cornelius	<b>BrightView Landscape Services</b>
Maria Adams	<b>BrightView Landscape Services</b>
Martin Padilla	<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**

Mr. Richard Bauman of 10225 Count Fleet Drive expressed concern over the proposal to install additional trees in between the palm trees for the resident's privacy, since if additional plants would be installed, it should be implemented globally or not at all. Discussion ensued regarding the short term vs. long term prospective solutions, and Ms. Perkins reiterated that the proposal in question is on the agenda for further discussion later within the meeting.

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of the Board of Supervisors' Regular Meeting held on October 17, 2017**

On a Motion by Mr. Martin, seconded by Mr. Hill, with all in favor, the Board approved the Board of Supervisors' Regular Meeting Minutes held on October 17, 2017 for the Belmont Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of Operation and Maintenance Expenditures for September 2017**

On a Motion by Mr. Perkins, seconded by Mr. Hill, with all in favor, the Board approved the Operation and Maintenance Expenditures for September 2017 (\$45,642.96) for the Belmont Community Development District.

**FIFTH ORDER OF BUSINESS**

**Ratification of Series 2016A & 2016 B Construction Requisitions #163A-166A & #163B-#166B**

BELMONT COMMUNITY DEVELOPMENT DISTRICT  
**SERIES 2016A** CONSTRUCTION REQUISITION RECAP  
 FOR BOARD RATIFICATION ON NOVEMBER 21, 2017

Requisition Number	FOR 2016 A	Amount
	Payee	
163A	Heidt Design	\$37,681.22
164A	Hopping Green & Sams	\$479.27
165A	Mortensen Engineering	\$3,531.71
166A	Kearney Companies, LLC	\$97,537.34

BELMONT COMMUNITY DEVELOPMENT DISTRICT  
**SERIES 2016B** CONSTRUCTION REQUISITION RECAP  
 FOR BOARD RATIFICATION ON NOVEMBER 21, 2017

Requisition Number	FOR 2016 B	Amount
	Payee	
163B	Heidt Design	\$21,128.54
164B	Hopping Green & Sams	\$268.73
165B	Mortensen Engineering	\$1,980.29
166B	Kearney Companies, LLC	\$54,690.95

On a Motion by Mr. Martin, seconded by Mr. Perkins, with all in favor, the Board Ratified Construction Requisitions for **2016A**: 163A-166A, **2016B**: 163B-166B for the Belmont Community Development District.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Field Services Manager**

1. Presentation of October 2017 Field Inspection Report
2. Consideration of BrightView Irrigation Audit & Repairs Proposal for Clocks A, B, & C

Mr. Green presented the October 2017 Field Inspection Report to the Board, communicating that the District is still in clean-up mode after BrightView taking over from Sitex Landscape. Mr. Cornelius introduced himself as the Branch Manager for BrightView, alongside Maria Adams (Account Manager), and Martin Padilla (Enhancement Manager for Additional Services). Mr. Green mentioned that the district has several irrigation issues requiring Board's approval; however, things are vastly improving throughout the community. Mr. Green and Ms. Perkins mentioned they had collectively gone through and selected several proposals received by BrightView which are on this current agenda for discussion and approval.

Mr. Cornelius touched on the complications from the current sufficient irrigation, such as declining plant material and distressed turf. Mr. Clement expressed his concern over sight-line visibility in the traffic circle at Celtic Ash. Discussion further ensued concerning irrigation challenges, and Ms. Perkins communicated that BrightView had conducted a thorough audit, which is within this current agenda as well. Mr. Plate expressed the coordination of the irrigation repairs with the new landscape installations, which are also being worked through with Mark Ballenger. Mr. Miars communicated that the district would just need to coordinate timing working through the proposed improvements and the current state of the system.

On a Motion by Mr. Miars, seconded by Mr. Hill, with all in favor, the Board approved to improve a not-to-exceed amount of (\$17,936.00) for irrigation repairs, delegating staff to prioritize and refine the scope and timing of repairs for the Belmont Community Development District.

3. Consideration of BrightView Landscape Renovation Proposals
  1. Landscape Bed Center Island Roundabout Proposal

On a Motion by Mr. Martin, seconded by Mr. Perkins, with all in favor, the Board approved the Landscape Bed Center Island Roundabout BrightView Proposal in the amount of (\$465.00) for the Belmont Community Development District.

2. Removal and Reinstall of Sable Palm Proposal

On a Motion by Mr. Martin, seconded by Mr. Perkins, with all in favor, the Board approved the Removal and Reinstall of Sable Palm BrightView Proposal in the amount of (\$335.00) for the Belmont Community Development District.

3. Removal and Reinstall of Sylvester Palm Proposal

On a Motion by Mr. Miars, seconded by Mr. Perkins, with all in favor, the Board approved the Removal and Reinstall of Sylvester Palm BrightView Proposal in the amount of (\$475.00) for the Belmont Community Development District.

4. Gate Dancer Willow Lake Proposal

On a Motion by Mr. Martin, seconded by Ms. Fludd, with all in favor, the Board approved the Gate Dancer Willow Lake BrightView Proposal in the amount of (\$2,888.00) for the Belmont Community Development District.

5. Club House Area Proposal

On a Motion by Mr. Miars, seconded by Mr. Perkins, with all in favor, the Board approved the Club House Area BrightView Proposal in the amount of (\$3,360.00) for the Belmont Community Development District.

6. Palm Removal Proposal

On a Motion by Mr. Miars, seconded by Mr. Martin, with all in favor, the Board approved the Palm Removal BrightView Proposal in the amount of (\$1,552.00) for the Belmont Community Development District.

7. Front of Club House Proposal

Discussion ensued regarding BrightView ensuring that the irrigation would be up and running in all areas before any new plantings, removals/replacements commence.

On a Motion by Mr. Miars, seconded by Mr. Martin, with all in favor, the Board approved the Front of Club House BrightView Proposal in the amount of (\$410.00) for the Belmont Community Development District.

8. Lucky Debonair Proposal

Discussion ensued regarding the issues surrounding the resident's concern for privacy, the implications of adding additional plant material just for this area, and the resident's desire not to have to put up a fence, as there are no restrictions for the resident to place a privacy fence. Mr. Martin also expressed that the homeowner originally cut off the district's irrigation lines, and the district should not have to assume the additional expense. The Board decided to not approve this proposal.

4. Discussion Regarding Previous Issues with Sitex Landscape

Ms. Perkins communicated that this discussion was placed on the agenda due to concerns expressed by Board members over Sitex Landscape's previous negligence. Mr. Green mentioned that it would be difficult to define which issues were purely caused by their laxity, with the exception of documented damages to the pool amenity fence. The Board directed District Staff to obtain a proposal for the fencing repairs. Ms. Whelan led a discussion on options of the district withholding final payment to Sitex Landscape until damages are rectified. Mr. Green communicated that moving forward; all repairs/replacements are being thoroughly documented with details and photos from BrightView, as there was not this level of documentation from Sitex. Mr. Perkins expressed a desire to obtain a map of the irrigation system once available.

**B. Sitex Aquatics**

1. Presentation of November 2017 Sitex Aquatics Inspection Report

Mr. Craig presented the November 2017 Sitex Aquatics Inspection Report, and communicated the ponds were overall in good shape. Mr. Craig and Ms. Perkins expressed concerns over the large level of construction trash being seen within the ponds due to the activity from Lennar. Mr. Roethke communicated that Lennar has been issued prior notice to address the construction trash,

and Ms. Whelan communicated that her office could send an additional notice. Mr. Craig inquired about the small triangle pond over on Victory Gallop, as it is currently experiencing cattail growth in 1A2C. Mr. Miars expressed a desire to do a manual removal. Ms. Whelan communicated that there had been some land added, and that staff would check to ensure its part of the program, or brought back in front of the Board for approval to be added into the current maintenance.

**C.** District Counsel  
No report.

**D.** District Engineer

Mr. Plate communicated that the District has received the final acceptance letters of phases 2B/2C by Hillsborough County. He also expressed that the current plans are still being worked on by the team for the upgrades to the new amenity center areas, as well as an estimate from the irrigation consultant to extend it to the new areas where upgrades will be taking place. Mr. Plate inquired about putting this out to bid as soon as the irrigation plans are completed.

Mr. Martin inquired about the road extension going to the end of the property. Mr. Plate communicated this is part of the new Belmont CDD II area.

Mr. Perkins communicated the amenity plans include thermal heat, and retrofitting the current pool with heat as well, which are both cost-options.

On a Motion by Mr. Perkins, seconded by Mr. Hill, with all in favor, the Board approved to move forward with going out for RFP for general contractors for hardscape and landscape installation, including the pool for the new amenity center area, approving the current evaluation criteria and authorizing the Chairman to approve final dates and make the decision to make modifications to the current irrigation system prior to moving forward for the Belmont Community Development District.

Ms. Whelan mentioned that a ratification resolution would be brought before the Board to the next meeting.

Mr. Plate mentioned that activity would be moving forward in 1C/2A, which would commence in the next 30 days. Mr. Plate also communicated about the recently approved Ameriscape agreement, as they have now included a one-year of maintenance tacked onto the agreement, and that originally performing the work on the landscape berm was not included. Mr. Plate is awaiting a proposal for completing the earthwork from Ameriscape.

Mr. Perkins inquired about the mailbox area, if that was included in the beautification plans. Mr. Perkins also asked about the island that is currently bare dirt, if that was additionally that was going to be included under the Ameriscape scope.

Because the agreement with Ameriscape was not yet executed, it would be brought back to the Board for final ratification with the additional revision of scope, as well as the final determination on the earthwork.

On a Motion by Mr. Hill, seconded by Mr. Perkins, with all in favor, the Board approved to authorize the Chairman to sign off on the forthcoming earthwork proposal from Ameriscape for the Belmont Community Development District.

Ms. Fludd inquired about the current pest control program. Ms. Perkins encouraged Ms. Fludd to send over photos and/or specific locations of interest if particular areas require immediate attention over others, and that she would have this addressed with BrightView.

**E. District Manager**

Ms. Perkins announced that the next regular meeting will be held on Tuesday, December 19, 2017 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**  
No report.

**SEVENTH ORDER OF BUSINESS**

**Discussion Regarding Community Thefts &  
Hillsborough County Sheriff's Office Crime  
Stoppers Signage**

Sergeant Ryan Zacher and Detective Ronald Corr from the Hillsborough County Sheriff's Office provided the Board with some background of several issues they're encountering within the District, as the area is seeing a high-level of construction-related theft. HSCO has surveilled the area with cameras, added patrols, and recommended placing Crime Stoppage signage in the construction areas on district property in an event to illicit information. Mr. Hill communicated that a crime watch group was being reinstated within the community, which should additionally help aid their efforts.

On a Motion by Mr. Hill, seconded by Ms. Fludd, with all in favor, the Board approved the installation of Crime Stoppage Signage by the Hillsborough County Sheriff's Office on district property for the Belmont Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-05,  
Designating Primary Administrative Office**

On a Motion by Mr. Miars, seconded by Mr. Perkins, with all in favor, the Board adopted Resolution 2018-05, Designating Primary Administrative Office for the Belmont Community Development District.

**NINTH ORDER OF BUSINESS**

**Consideration of Disclosure of Public  
Financing and Maintenance of Improvements  
to Real Property**

Ms. Whelan communicated that this is just required by law when bonds are issued, as this also is reflective of the information in the District Engineer's report.

On a Motion by Mr. Miars, seconded by Mr. Perkins, with all in favor, the Board approved the Disclosure of Public Financing and Maintenance of Improvements to Real Property for the Belmont Community Development District.

**TENTH ORDER OF BUSINESS**

**Consideration of Work Authorization for  
GeoPoint Surveying, Inc.**

Mr. Plate communicated this is in relation to regrading of the several common areas. Mr. Miars expressed this was going to come out of construction funds.

On a Motion by Mr. Miars, seconded by Mr. Perkins, with all in favor, the Board approved the Work Authorization for Geo for the Belmont Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Ratification of Ameriscape Installation & Maintenance Contract for Phase 2A/2B Landscape, Hardscape, and Irrigation Services**

On a Motion by Mr. Hill, seconded by Mr. Perkins, with all in favor, the Board ratified the Ameriscape Installation & Maintenance Contract for phase 2A/2B Landscape, Hardscape, and Irrigation for the Belmont Community Development District.

**TWELFTH ORDER OF BUSINESS**

**Discussion Regarding Approval Process of Special Events**

Ms. Perkins communicated that she had received requests from residents to hold some unique events that do not fall in the typical commercial realm. Discussion ensued, as the Board decided to keep in place the current policy of having interested entities request approval from the Board and provide the necessary business plans and appropriate certificates of insurance.

**THIRTEENTH ORDER OF BUSINESS**

**Supervisors Requests**

Mr. Hill inquired about the extension of Paseo el Mar.

Mr. Perkins asked about the final well enclosure installation. Ms. Perkins communicated that she had spoken to USA Fence, as they had installed the third well enclosure in the wrong location, instead surrounding a county backflow pump. USA Fence expressed their estimated completion for the relocation of the enclosure would be within the week.

Mr. Martin expressed concerns over sight lines within the community. Mr. Martin also inquired about the monument lighting, to which Mr. Plate responded that he would follow up with Comerstone, and asked about the grading issue from the Lennar vacant lot. Mr. Nelson communicated that he would take a look at this area.

**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Mr. Perkins, seconded by Mr. Miars, with all in favor the Board adjourned the meeting at 12:49 pm for the Belmont Community Development District.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman