

AGENDA
Belmont Lakes Community
Development District

Regular Meeting April 21, 2022
6:30 p.m.

Shenandoah Park
Community Room
14452 Shenandoah Parkway,
Davie, Florida

Belmont Lakes Community Development District Budget and Regular Meeting

April 21, 2022

6:30 p.m.

**Shenandoah Park Community Room
14452 Shenandoah Parkway, Davie, Florida**

AGENDA

1. Call To Order. 6:46

2. Roll Call. all present

3. Approval of Minutes

a. February 17, 2022, Regular Meeting

4. Landscape Maintenance Proposals

5. Areca Palm Installation Update

6. Staff Reports

a. March 31, 2022, Financials

b. Next Meeting Date

7. Other Business.

8. Audience Comments.

9. Supervisor's Comments.

a. Supervisor Buckley: Brightview Issue

10. Adjournment. 8:30

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Belmont Lakes Community Development District Budget and Regular Meeting
February 17, 2022
6:30 p.m.
Shenandoah Park Community Room
14452 Shenandoah Parkway, Davie, Florida

MINUTES

1. **Call To Order.** The meeting was called to order at 6:33p.m.
2. **Roll Call.** In attendance were Chair Dominick Madeo, Vice Chair Jim Roach, and Supervisors Carlos Benhamu, Annette Buckley, and Tom Pacchioli, and District Manager Christopher Wallace.
3. **Approval of Minutes**
 - a. **December 13, 2021, Regular Meeting.** Supervisor Buckley moved to amend and accept the minutes with a change that Bonnie Harper's resignation should read "The Board was apprised of...", and to note that under agenda item 8a, that the minutes provided at the meeting did not include the financial backup that had been provided in advance of the meeting. Supervisor Roach seconded the motion. Discussion followed. Supervisor Buckley discussed changing her vote from the last meeting regarding item 6, Areca Palm Installation. She wanted to change her vote to "no". Mr. Wallace noted that the minutes had to reflect what happened at the meeting and that Supervisor Buckley had voted for the planting of the palms. Mr. Wallace noted that he had discussed this matter with her on the phone and had advised her that since she was on the prevailing side of the vote, she could move to reconsider the matter under old business. With no further discussion, a voice vote was taken, and the amended agenda was approved. **(Minutes approved, 4-1, with Buckley opposed).**
4. **Landscape Maintenance Proposals.** Mr. Wallace discussed the difficulties he was having in getting vendors to propose on the landscaping bid. He noted that this was likely due to the E-verify requirement. Chair Madeo moved to have 3 bids brought back at the next meeting. Supervisor Roach seconded the motion and in a voice vote, the direction was approved. **(Motion to continue to try to get 3 bids for landscaping approved 5-0).**
5. **Areca Palm Installation Update.** Mr. Wallace noted that the irrigation issue was being investigated by Brightview Landscaping and that they were evaluating the feasibility of extending the irrigation from Shotgun Road to the fence line along 17th street. He also noted that they had received an additional quote for the installation.
6. **Staff Reports**
 - a. **January 31, 2022, Financials.** The Board discussed adding a vendor detail report to the financial package for future meetings. Mr. Wallace agreed to the addition of the report.
 - b. **Next Meeting Date.** The next meeting date was set for April 21, 2021, at 6:30 p.m. at the Shenandoah Park Community Room.
7. **Other Business.**
 - a. **Motion to reconsider vote on installing areca palms.** Supervisor Buckley

moved to have the vote on installing the areca palms along the landscape easement along 17th street reconsidered. There was no second and the motion died.

b. Motion to consider hiring an attorney. Supervisor Benhamu noted that in a January 14th email from Supervisor Buckley to Mr. Wallace, which had been forwarded to the Board, Supervisor Buckley stated that we were to cease and desist any work with the areca palm plantings and, if the work continues, she will ensure a lawsuit is filed against the District which could affect each property owner. Supervisor Benhamu suggested that the Board hire an attorney to protect and defend its interests and made a motion for the same. Supervisor Roach seconded the motion. In a voice vote, the motion was approved. **(Motion to hire lawyer approved, 4-1 with Buckley opposed).** Discussion followed that a special assessment to pay for the lawyer would have to be considered at a future meeting.

- c. Party on District Roads.** Mr. Wallace discussed the issue that had arisen a few days earlier where a resident wanted to have a party in the District roadways. He noted they had received calls from the Board and the community that were concerned with a road closing, and he had worked with the homeowner regarding the Town's requirements to close a road. The homeowner had eventually decided to hold the party at their house. The Board was generally for such activities if the Town's requirements were met.
- d. Posting Draft Minutes.** Mr. Wallace asked if the Board had any issues with posting draft minutes on the District's website in advance of the Board's approval of the minutes. There were no objections.

8. Audience Comments. There were no audience comments.

9. Supervisor's Comments. During the meeting, Supervisor Buckley discussed the pending execution of the new Envera contract based upon the fact that the dollar amount of the contract exceeded a dollar threshold under Florida law. Mr. Wallace asked Ms. Buckley to provide the statute she referred to but believed the District had followed the law.

Some Board members and audience members discussed the recent vehicle break-ins that had occurred in the community and the possibility of hiring guards or patrols. The cost of the patrols was discussed. In the end, the general feeling was that people should keep valuables out of their cars at night and to keep them locked.

Chair Madeo brought to the Board's attention that one of the residents and former Board Member had contacted the Town's Code Enforcement department to discuss the landscaping along 14th Street and Shotgun Road and that an appointment had been set to do a walkthrough of the property. There was concern that this action could ultimately cost owners a lot of money.

10. Adjournment. There being no further business, Supervisor Roach moved to adjourn the meeting. The motion was seconded by Supervisor Buckley and in a voice vote, the motion to adjourn the meeting was approved at 8:35 p.m. **(Meeting adjourned at 8:35p.m.)**

Belmont Lakes CDD

Balance Sheet Standard

As of March 31, 2022

	<u>Mar 31, '22</u>
ASSETS	
Current Assets	
Checking/Savings	
101.300 — BLCDD Valley Bank (Bank Account)	<u>153,276.95</u>
Total Checking/Savings	<u>153,276.95</u>
Total Current Assets	<u>153,276.95</u>
TOTAL ASSETS	<u>153,276.95</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
202.000 — Accounts Payable	<u>11,638.22</u>
Total Accounts Payable	<u>11,638.22</u>
Other Current Liabilities	
205.000 — Deposits (Deposits Held by Others)	<u>-1,985.00</u>
Total Other Current Liabilities	<u>-1,985.00</u>
Total Current Liabilities	<u>9,653.22</u>
Total Liabilities	<u>9,653.22</u>
Equity	
271.020 — Retained Earnings	<u>58,870.77</u>
Net Income	<u>84,752.96</u>
Total Equity	<u>143,623.73</u>
TOTAL LIABILITIES & EQUITY	<u>153,276.95</u>

Belmont Lakes CDD

Profit and Loss Standard

October 2021 through March 2022

	<u>Oct '21 - Mar '22</u>
Ordinary Income/Expense	
Income	
363.100 — Admin & Maintenance Assessments	203,097.54
369.400 — Other Income	150.00
369.401 — Interest Income	<u>2.32</u>
Total Income	203,249.86
Expense	
530.467 — Gate Damage Repairs (Gate Damage Repairsq)	614.00
530.497 — Virtual Guard Monitoring Serv (Monthly Monitoring Services)	12,131.00
511.513 — Postage	6.38
512.000 — Administration - Other	588.43
512.121 — Management Fees-Admin (Management Fees-Admin)	9,041.69
512.315 — Legal Advertising	74.85
512.355 — Meeting Room and Misc (Meeting Room and Misc.)	75.00
512.654 — Dues, Licenses & Subscriptions	175.00
513.000 — Prop Appr & Tax Collector Fees	4,461.95
517.100 — Principal Payments on Bonds	19,024.49
517.200 — Interest Payments on Bonds	1,563.04
530.410 — Telephone (Telephone)	1,084.81
530.431 — Electric (Electric)	3,572.57
530.450 — Insurance	6,581.25
530.463 — Lake Maintenance	1,656.00
530.464 — Landscaping	36,108.85
530.465 — Holiday Lights (Holiday Lights)	3,771.50
530.511 — Bank Fee	21.18
530.745 — Pressure Cleaning	2,375.00
640.100 — Capital Outlay	<u>15,569.91</u>
Total Expense	<u>118,496.90</u>
Net Ordinary Income	<u>84,752.96</u>
Net Income	<u>84,752.96</u>

Belmont Lakes CDD
Statement Of Cash Flows
October 2021 through March 2022

	<u>Oct '21 - Mar '22</u>
OPERATING ACTIVITIES	
Net Income	84,752.96
Adjustments to reconcile Net Income to net cash provided by operations:	
202.000 — Accounts Payable	220.80
205.000 — Deposits	<u>-1,985.00</u>
Net cash provided by Operating Activities	<u>82,988.76</u>
Net cash increase for period	82,988.76
Cash at beginning of period	<u>70,288.19</u>
Cash at end of period	<u>153,276.95</u>

Belmont Lakes CDD
Transaction List by Vendor
February through March 2022

	Type	Date	Memo	Account	Clr	Amount
BrightView	Bill	02/01/22	February 2022 Maintenance	530.464 — Landscaping		5,656.71
	Bill	03/01/22	March 2022 Maintenance	530.464 — Landscaping		5,656.71
	Bill Pmt -Check	03/21/22		202.000 — Accounts Payable		6,454.71
	Bill	03/29/22	level damage from vehicle in s	530.464 — Landscaping		480.00
Comcast	Bill	02/22/22	Phones	530.410 — Telephone (Telephone)		123.25
	Bill Pmt -Check	03/07/22		202.000 — Accounts Payable		123.25
	Bill	03/22/22	Phones	530.410 — Telephone (Telephone)		246.50
	Bill Pmt -Check	03/30/22		202.000 — Accounts Payable		246.50
Diamond Dolphin Aquatic	Bill	02/01/22	Lake Management Services	530.463 — Lake Maintenance		276.00
	Bill Pmt -Check	02/01/22		202.000 — Accounts Payable		276.00
	Bill	03/01/22	Lake Management Services	530.463 — Lake Maintenance		276.00
	Bill Pmt -Check	03/01/22		202.000 — Accounts Payable		276.00
Envera	Bill	02/01/22	March 2022 Services	530.497 — Virtual Guard Monitoring Ser		1,733.00
	Bill Pmt -Check	02/14/22		202.000 — Accounts Payable		1,733.00
	Bill	03/01/22	April 2022 Service	530.497 — Virtual Guard Monitoring Ser		1,733.00
	Bill Pmt -Check	03/08/22		202.000 — Accounts Payable		1,733.00
	Bill	03/15/22	Service and Maintenance	640.100 — Capital Outlay		16.80
	Bill	03/21/22	System Upgrade	640.100 — Capital Outlay		15,553.11
	Bill Pmt -Check	03/24/22		202.000 — Accounts Payable		15,553.11
Florida Municipal Insurance Trust	Bill	03/01/22	Gen'l Liab, Auto & Property	530.450 — Insurance		2,193.75
	Bill Pmt -Check	03/01/22		202.000 — Accounts Payable		2,193.75
FPL	Bill	02/02/22	Electric	530.431 — Electric (Electric)		428.85
	Bill Pmt -Check	02/02/22		202.000 — Accounts Payable		428.85
	Bill	02/08/22	Electric	530.431 — Electric (Electric)		30.97
	Bill Pmt -Check	02/08/22		202.000 — Accounts Payable		30.97
	Bill	02/08/22	Electric	530.431 — Electric (Electric)		53.31
	Bill Pmt -Check	02/08/22		202.000 — Accounts Payable		53.31
	Bill	02/08/22	Electric	530.431 — Electric (Electric)		63.62
	Bill Pmt -Check	02/08/22		202.000 — Accounts Payable		63.62
	Bill	03/01/22	Electric	530.431 — Electric (Electric)		428.85
	Bill Pmt -Check	03/01/22		202.000 — Accounts Payable		428.85
	Bill	03/09/22	Electric	530.431 — Electric (Electric)		25.11
	Bill	03/09/22	Electric	530.431 — Electric (Electric)		40.32
	Bill	03/09/22	Electric	530.431 — Electric (Electric)		52.97
	Bill Pmt -Check	03/09/22		202.000 — Accounts Payable		25.11
	Bill Pmt -Check	03/09/22		202.000 — Accounts Payable		40.32
	Bill Pmt -Check	03/09/22		202.000 — Accounts Payable		52.97
	Bill	03/30/22	Electric	530.431 — Electric (Electric)		428.85
	Bill Pmt -Check	03/30/22		202.000 — Accounts Payable		428.85
JMHoliday Lighting Inc.	Bill Pmt -Check	02/08/22		202.000 — Accounts Payable		1,885.75
	Bill	02/09/22	Christmas Lights	205.000 — Deposits (Deposits Held by t		1,985.00
	Bill Pmt -Check	02/09/22		202.000 — Accounts Payable		1,985.00
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Bill	02/09/22	February 2022	512.121 — Management Fees-Admin (lv	1,291.67
Bill	02/09/22	Postage	512.000 — Administration - Other	9.86
Bill	02/09/22	Signs Fabricated	512.000 — Administration - Other	85.51
Bill	02/09/22	Photocopies or Other Reprodu	512.000 — Administration - Other	23.75
Bill Pmt -Check	02/09/22		202.000 — Accounts Payable	1,410.79
Bill	03/01/22	March 2022	512.121 — Management Fees-Admin (lv	1,291.67
Bill	03/01/22	Photocopies, landscape plans	512.000 — Administration - Other	208.98
Bill	03/01/22	Signs Fabricated	512.000 — Administration - Other	8.11
Bill	03/01/22	Photocopies or Other Reprodu	512.000 — Administration - Other	11.27
Bill	03/01/22	Supplies Purchased, Tubes fo	512.000 — Administration - Other	8.98
Bill Pmt -Check	03/01/22		202.000 — Accounts Payable	1,529.01
Bill	03/28/22	April 2022	512.121 — Management Fees-Admin (lv	1,291.67
Bill	03/28/22	Postage for Feb and March 20	511.513 — Postage	6.38
Bill Pmt -Check	03/29/22		202.000 — Accounts Payable	1,298.05
Sun Sentinel				
Bill Pmt -Check	02/01/22		202.000 — Accounts Payable	74.85
SunTrust Bank				
Bill	02/14/22	From 3/1/22	517.100 — Principal Payments on Bond	19,024.49
Bill	02/14/22	Adjustment	517.200 — Interest Payments on Bonds	7.47
Bill	02/14/22	From 9/1/21-12/31/21	517.200 — Interest Payments on Bonds	1,048.51
Bill	02/14/22	From 1/1/22-2/28/22	517.200 — Interest Payments on Bonds	507.06
Bill Pmt -Check	02/25/22		202.000 — Accounts Payable	20,587.53