

AGENDA
Belmont Lakes Community
Development District

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

Shenandoah Park
Community Room
14452 Shenandoah Parkway,
Davie, Florida

Belmont Lakes Community Development District Budget and Regular Meeting

July 21, 2022

6:30 p.m.

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

AGENDA

1. Call To Order. 6:35
2. Roll Call. All present except Carlos (Carlos on item 4)
3. Approval of Minutes
 - a. February 17, 2022, Regular Meeting DM, TP 3-0
 - b. April 21, 2022, Regular Meeting DM, JR 3-0
4. **RESOLUTION 2022-1.** A RESOLUTION OF THE BOARD OF SUPERVISORS OF BELMONT LAKES COMMUNITY DEVELOPMENT DISTRICT DETERMINING THE NUMBER OF QUALIFIED ELECTORS IN THE DISTRICT AS OF APRIL 15, 2022. DM, JR 4-0
5. **RESOLUTION 2021-2.** A RESOLUTION OF THE BOARD OF SUPERVISORS OF BELMONT LAKES COMMUNITY DEVELOPMENT DISTRICT ADOPTING A PROPOSED BUDGET FOR FISCAL YEAR 2021-2022 AND SETTING A DATE, PLACE, AND TIME FOR A PUBLIC HEARING ON THE PROPOSED BUDGET. R, Aug 15, 6:30, Shenandoah (Hybrid)
6. Landscape Maintenance Proposals DM, CB 4-0
TP, DM to meet BME
7. Staff Reports
 - a. June 30, 2022, Financials
 - b. Next Meeting Date - same as last
8. Other Business. 1-2, Doing such Hybrid meet
Route ~~away~~ Kousia Parkway
9. Audience Comments. Orange Issue
10. Supervisor's Comments.
 - a. Supervisor Buckley: Brightview Issue
11. Adjournment. DM, TP 8 p

TT Envision the Parkway ID's 7 owners)

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 Community Development District Regular Meeting

April 21, 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 6:46 p.m.
- 2. Roll Call.** In attendance were Chair Dominick Madeo, Vice-Chair James Roach, Supervisors Annette Buckley, Carlos Benhamu, and Tom Pacchioli. Also in attendance was Christopher Wallace, District Manager.
- 3. Approval of Minutes**
 - a. February 17, 2022, Regular Meeting.** Supervisor Buckley wanted the minutes to note that she abstained on item 7b, *Motion to Consider Hiring an Attorney*. Mr. Wallace noted that at the time of the meeting it was noted by him that a Supervisor could only abstain from a vote if they had a conflict of interest, and, if that were the case, the Supervisor at the meeting had to disclose the conflict and then subsequently file a form regarding that conflict. As no conflict was disclosed at that time, her negative vote was recorded in the minutes for that item. However, to allow Supervisor Buckley time to review the law regarding this matter, it was suggested that the matter be tabled to the next meeting. Supervisor Pacchioli moved to table the minutes to the next meeting and Supervisor Benhamu seconded the motion. In a voice vote, the motion unanimously passed. **(Minutes tabled to next meeting, 5-0).**
- 4. Landscape Maintenance Proposals.** Mr. Wallace distributed the results of the re-bid of the Landscape Maintenance RFP. The District had three proposals, but only two were within budget. Mr. Wallace noted that the two remaining bids had differences in the number of cuts that would be done throughout the year, with Brightview recommending 32 cuts and BLM recommending 38 cuts. Mr. Wallace also noted that there had been Board member involvement in the procurement of the bids and that created an issue of fairness between the proposers. Discussion followed. At the end of the discussion, it was agreed to ask Brightview and BLM to re-price their proposals based upon 32 cuts and then to submit their best and final offer in a sealed envelope to be opened at the next Board meeting.
- 5. Areca Palm Installation Update.** Discussion was had regarding the status of solving the irrigation issue. Discussion followed over the Town's recent landscape code enforcement inspection and the likely outcome of additional planting expense. Further discussion was held regarding the planting of the material on the inside of the fence versus the outside of the fence and the issue of removing the existing ficus hedge and the cost to do so.

6. Staff Reports

- a. March 31, 2022, Financials.** Mr. Wallace answered a few questions on the financial report, but no changes or outstanding issues were noted.
- b. Next Meeting Date.** The Board decided to not have a May meeting and to schedule the next meeting on June 2, 2022, at 6:30 p.m. at the Shenandoah Meeting room.

7. Other Business. There was no other business.

8. Audience Comments. Audience comments centered on the planting of the areca palms and other landscape needs.

9. Supervisor's Comments.

- a. Supervisor Buckley: Brightview Issue.** Supervisor Buckley noted that her concerns regarding the March trim and cut schedule were addressed earlier in the meeting and that the proposed proposals for new landscape maintenance addressed credits for cuts and trims.

10. Adjournment. There being no further business, Chair Madeo moved to adjourn the meeting and Supervisor Benhamu seconded the motion. In a voice vote, the motion was unanimously passed, and the meeting adjourned at 8:30 p.m.

RESOLUTION 2022-1

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF BELMONT LAKES
COMMUNITY DEVELOPMENT DISTRICT DETERMINING THE NUMBER
OF QUALIFIED ELECTORS IN THE DISTRICT AS OF APRIL 15, 2022**

WHEREAS, Chapter 190.006 of the Florida Statutes requires that on or before June 1st of each year the Board of Supervisors determine the number of qualified electors in the District as of April 15th of each year; and

WHEREAS, Florida law further requires the District to use and rely upon the official records maintained by the Supervisor of Elections in making this determination; and

WHEREAS, the office of the Supervisor of Elections has provided the information required to determine the number of qualified electors in the District.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS
OF BELMONT LAKES COMMUNITY DEVELOPMENT DISTRICT:**

1. The total number of qualified electors in Belmont Community Development District as of April 15, 2022, is hereby determined to be 115, as determined by the Broward County Supervisor of Elections.
2. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS 21st DAY OF JULY 2022.

Attest:

Dominick Madeo, Chair

Christopher Wallace, Secretary

Resolution 2022-2

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF
BELMONT LAKES COMMUNITY DEVELOPMENT DISTRICT
ADOPTING A PROPOSED BUDGET FOR FISCAL YEAR 2021-
2022 AND SETTING A DATE, PLACE, AND TIME FOR A PUBLIC
HEARING ON THE PROPOSED BUDGET**

WHEREAS, Belmont Lakes Community Development District must tentatively adopt a proposed budget; and

WHEREAS, the District Manager has presented a proposed FY2023 operating budget to the Board of Supervisors to be considered; and

WHEREAS, the Board of Supervisors has considered the proposed FY2023 operating budget; and

WHEREAS, the Board of Supervisors also wishes to set the Place, Date, and Time for a public hearing to consider the proposed budget and to hear input from the public on the budget and the annual assessments; and

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE
BELMONT LAKES COMMUNITY DEVELOPMENT DISTRICT:**

Section 1. The proposed FY2022-2023 tentative budget (Exhibit "A") is hereby approved.

Section 2. The Board of Supervisors hereby sets the public hearing date on the proposed budget and assessment for _____, at _____ at _____.

Section 3. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS 21st DAY OF JULY 2022.

Attest:

Dominick Madeo, Chair

Christopher Wallace, Secretary

Belmont Lakes Community Development District			
Adopted Budget			
Fiscal Year 2023			
Revenues:		FY22 Adopted	FY23 Recommended
363.100	Administrative and Maintenance Assessments	183,089.88	183,089.88
363.810	Debt Assessment	44,561.46	44,561.46
363.831	Assessment Discounts	(9,106.05)	(9,106.05)
	Net Assessment Revenue	218,545.29	218,545.29
369.400	Other Income	500.00	500.00
369.401	Interest Income	200.00	200.00
	Total Revenue	219,245.29	219,245.29
Expenditures:			
511.513	Postage	200.00	200.00
512.121	Management Fees	15,500.00	15,500.00
512.211	Legal	-	-
512.315	Legal Advertising	650.00	650.00
512.320	Audit	4,750.00	4,750.00
512.355	Meeting Room and Misc.	100.00	100.00
512.356	Misc. Maintenance	750.00	750.00
512.654	Dues, Licenses, and Subscriptions	175.00	175.00
513.000	Properter Appraiser and Tax Collector Fees	4,300.00	4,300.00
517.100	Debt Service- Principal	41,145.00	20,573.00
517.200	Debt Service - Interest	1,999.18	404.00
530.410	Telephone/Cable	1,740.00	1,740.00
530.431	Electric	7,238.11	7,527.23
530.450	Insurance	7,400.00	8,800.00
530.461	Cleaning Guardhouse	450.00	450.00
530.462	Irrigation Maintenance	1,200.00	1,200.00
530.463	Lake Maintenance	3,588.00	3,588.00
530.464	Landscaping	81,502.00	83,947.06
530.496	Landscaping Replacement	12,035.00	30,118.00
530.465	Lights	3,500.00	3,500.00
530.466	Mainteance, Gate and Guardhouse	3,500.00	1,500.00
530.491	Street Cleaning	-	-
530.492	Lights-Entry Gates and Guardhouse	250.00	250.00
530.497	Virtual Guard Monitoring Service	22,063.00	23,428.00
530.511	Bank Fee	75.00	75.00
530.702	Street Maintenance and Repairs	500.00	500.00
530.744	Stormwater Maintenance	-	-
530.745	Pressure Cleaning	4,000.00	4,220.00
590.000	Contingency/Operating Reserve	635.00	1,000.00
	Total Expenditures	219,245.29	219,245.29
	Revenues Less Expenditures	(0.00)	0.00
	Use Of Reserves		
	Net of Reserves		
	Gross Assessments	227,651.34	227,651.34
	Less: Discounts Taken	(9,106.05)	(9,106.05)
	Net Assessments	218,545.29	218,545.29
	Gross Assessment	227,651.34	227,651.34
	Number of Units	42	42
	Gross Assessment Per Unit	5,420.27	5,420.27
	Estimated Net Assessment After Discount	5,203.46	5,203.46

Belmont Lakes CDD
Balance Sheet Standard

As of June 30, 2022

	<u>Jun 30, '22</u>
ASSETS	
Current Assets	
Checking/Savings	
101.300 — BLCDD Valley Bank (Bank Account)	<u>113,041.77</u>
Total Checking/Savings	<u>113,041.77</u>
Total Current Assets	<u>113,041.77</u>
TOTAL ASSETS	<u>113,041.77</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
202.000 — Accounts Payable	<u>5,597.96</u>
Total Accounts Payable	<u>5,597.96</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>3,612.96</u>
Total Liabilities	<u>3,612.96</u>
Equity	
271.020 — Retained Earnings	<u>58,870.77</u>
Net Income	<u>50,558.04</u>
Total Equity	<u>109,428.81</u>
TOTAL LIABILITIES & EQUITY	<u>113,041.77</u>

Belmont Lakes CDD Profit and Loss Standard

October 2021 through June 2022

Oct '21 - Jun '22

Ordinary Income/Expense

Income

363.100 — Admin & Maintenance Assessments	208,680.42
369.400 — Other Income	275.00
369.401 — Interest Income	<u>2.67</u>

Total Income	208,958.09
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Expense

530.467 — Gate Damage Repairs (Gate Damage Repairsq)	4,189.88
530.497 — Virtual Guard Monitoring Serv (Monthly Monitoring Services)	12,131.00
511.513 — Postage	15.08
512.000 — Administration - Other	794.02
512.121 — Management Fees-Admin (Management Fees-Admin)	11,625.03
512.315 — Legal Advertising	366.22
512.355 — Meeting Room and Misc (Meeting Room and Misc.)	125.00
512.654 — Dues, Licenses & Subscriptions	175.00
513.000 — Prop Appr & Tax Collector Fees	4,573.61
517.100 — Principal Payments on Bonds	19,024.49
517.200 — Interest Payments on Bonds	1,563.04
530.410 — Telephone (Telephone)	1,301.31
530.431 — Electric (Electric)	4,270.70
530.450 — Insurance	8,775.00
530.463 — Lake Maintenance	2,484.00
530.464 — Landscaping	58,128.58
530.465 — Holiday Lights (Holiday Lights)	3,771.50
530.511 — Bank Fee	21.18
530.745 — Pressure Cleaning	4,265.00
640.100 — Capital Outlay	<u>20,800.41</u>

Total Expense	<u>158,400.05</u>
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Net Ordinary Income	<u>50,558.04</u>
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Net Income	<u>50,558.04</u>
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