

**AGENDA**  
**Belmont Lakes Community**  
**Development District**

**Regular Meeting August 5, 2021**  
**6:30 p.m.**

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

Belmont Lakes Community Development District Budget and Regular Meeting  
December 13, 2021

6:30 p.m.

Shendandoah Park Community Room  
14452 Shenandoah Parkway, Davie, Florida

AGENDA

1. Call To Order.

2. Roll Call.

6:50 All present, are by phone, Bonnie

3. Acceptance of Bonnie Harper Resignation

Resignal. Pucchioli

4. Approval of Minutes

Don. Tompkins 3

AB Carls 1

a. August 5, 2021, Budget and Regular Meeting

As Amended 4-0

5. Landscape Maintenance Proposals

tablet to not in

6. Areca Palm Installation

7. Guardhouse Proposals

presented by Enver) But Discuss  
Miriam Klobman

8. Staff Reports

a. September 30, 2021, Financials

b. District Manager Proposals

c. Next Meeting Date

may, 24th  
Gary

9. Other Business.

10. Audience Comments.

11. Supervisor's Comments.

12. Adjournment.

8:48

DM, CB

DM  
Plat 4' 8" tall, find such  
to water in soil in May/June  
Seas.

IR

4-0



TR

light cost on

to pilot

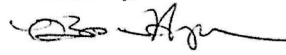
As move to table  
1. DM send  
DM - to prepare  
proposed  
IR - send  
Discuss - answer  
(3-1)

November 29, 2021

Dear Chris Wallace and Supervisors of Belmont Lakes CDD,

Please accept this letter as my formal resignation on this 29th day of November 2021 from my position as a supervisor on our BLCDD board.

Sincerely,

A handwritten signature in black ink, appearing to read "Bonnie Harper", with a stylized flourish at the end.

Bonnie Harper

**Belmont Lakes Community Development District Budget and Regular Meeting**  
**August 5, 2021**  
**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 6:35p.m.
2. **Roll Call.** In attendance were Chair Dominick Madeo, Vice Chair James Roach, and Supervisors Annette Buckley, Carlos Benhamu, and Bonnie Harper.
3. **Approval of Minutes**
  - a. **March 25, 2021, Landowner's Meeting**
  - b. **May 13, 2021, Regular Meeting.** Supervisor Harper noted that the fiscal years on the budget document were in error and asked that they be changed.

There were no other changes to the minutes. Chair Madeo moved to approve the minutes and a second was made by Supervisor Buckley. In a voice vote, the minutes, as amended, were approved. **(Minutes approved 5-0).**

4. **Election Tie Breaker.** Supervisors Benhamu and Harper had the same number of votes. A coin toss will select the Seat that will hold the four-year term. Mr. Wallace noted that the March election had ended in Supervisors Benhamu and Harper with the same number of votes, which affected who would get a 4-year term and the other a two-year term. Mr. Wallace suggested a coin flip to decide the outcome. Supervisor Benhamu discussed a ballot which had not been counted that would have given him an extra vote. The ballot had not been signed, though the proxy had been properly executed. The landowner who had given the proxy and the resident who cast the ballot were in attendance and both indicated that they had intended to vote the way the ballot was cast. Discussion ensued on the ballot. Vice Chair Roach moved to accept the ballot. Supervisor Benhamu seconded the motion. In a voice vote with Madeo, Roach, and Benhamu voting yes and Buckley and Harper voting no, the motion was passed and the ballot accepted. Supervisor Benhamu's term would be 4 years and Supervisor Harper would have a 2-year term. **(Motion to accept unsigned but confirmed ballot passed, 3-2).**
5. **RESOLUTION 2021-3. A RESOLUTION OF THE BOARD OF SUPERVISORS OF BELMONT LAKES COMMUNITY DEVELOPMENT DISTRICT ADOPTING THE BUDGET FOR FISCAL YEAR 2021-2022.** Mr. Wallace suggested opening the public hearings for items 5 and 6 together and to discuss them together. The Board agreed with that approach. Discussion ensued regarding several items. It was asked if the ASAP vendor for gate maintenance be broken out separately. Other items were discussed. No changes were made to the budget line items. Board discussion ended and the public was invited to speak but limit themselves to no more than 3 minutes. None in attendance spoke. The public hearing was closed. Chair Madeo moved to approve the budget and Supervisor Benhamu seconded the motion. In a voice vote, the resolution was unanimously adopted. **(Resolution adopted 5-0).**



6. **RESOLUTION 2021-4. A RESOLUTION OF THE BOARD OF SUPERVISORS OF BELMONT LAKES COMMUNITY DEVELOPMENT DISTRICT ADOPTING AND LEVYING AN ASSESSMENT AND ESTABLISHING AN ASSESSMENT RATE FOR BENEFITED PARCELS FOR FISCAL YEAR 2021-2022.** As noted above, this item was considered at the same time as item 5. The public hearing on this item was also conducted at the time as item 5. No one from the public had any questions or comments and the public hearing was closed. Supervisor Buckley moved to adopt the resolution and it was seconded by Vice Chair Roach. In a voice vote, the resolution was unanimously adopted. **(Resolution adopted 5-0).**

7. **Staff Reports**

- a. **July 31, 2021, Financials.** Mr. Wallace noted the financials were in the agenda and some discussion ensued. Supervisor Buckley asked that future reports include the account detail in the income statement and Supervisor Harper asked that a budget report to actual also be included.
  - b. **Reminder to File Financial Disclosure Forms.** Mr. Wallace noted that the deadline for submitting Form 1 to the Supervisor of Elections was coming up on September 1<sup>st</sup>, after which date a fine of \$25/day would be levied. Mr. Wallace agreed to send the appropriate form to everyone.
8. **Other Business.** Supervisor Harper wanted to discuss the District Manager's contract and noted that she had invited a representative of another company to the meeting to give a presentation to the Board. Discussion ensued. The Board did not want to have a presentation at this time. Supervisor Benhamu moved to not accept the proposal, which was seconded by Vice Chair Roach. In a voice vote with Madeo, Roach, and Benhamu voting for the motion and Buckley and Harper voting against the motion, the motion was carried and the proposal rejected. **(Motion to not accept GMS proposal adopted, 3-2).**

The Board then discussed bidding and proposals and processes to be used. At the end of discussion, the Board directed Mr. Wallace to prepared bids and proposals for landscape maintenance and District Management services. Mr. Wallace said he would disseminate the bid or proposal documents to the Board and if the Board agreed on substance, the bid or proposal packages would be advertised and sent out. If the Board wasn't of one mind on the documents, he would bring the documents back to the Board at the next meeting for a vote before sending them out. Supervisor Buckley moved to solicit the bids or proposals for landscape maintenance and for management services. Supervisor Harper seconded the motion. In a voice vote, the motion was unanimously approved. **(Motion to solicit bids for landscape maintenance and district management services approved 5-0).**

Discussion was held on the date for the next meeting. Chair Madeo moved to set the next meeting date for November 4, 2021, at 6:30 pm. Supervisor Buckley seconded the motion, and in a voice vote, the motion was unanimously adopted. **(Meeting date set for November 4, 2021, at 6:30pm, 5-0).**

**9. Audience Comments.** There were no audience comments.

**10. Supervisor's Comments.** There were no further Supervisor's comments.

**11. Adjournment.** There being no further business, Chair Madeo moved to adjourn the meeting and Supervisor Buckley seconded. In a voice vote, it was unanimously agreed to adjourn. **(Meeting adjourned at 8:42pm.)**

BLCDD Landscaping Companies for Bids			
Name	Phone Number	Email	Notes
Broward Landscaping	954-752-7027		Waiting on call back
Ponderosa Landscaping	954-297-4194	<a href="mailto:carlos@ponderosalandscaping.net">carlos@ponderosalandscaping.net</a>	Emailed Carlos
Pink and Green Lawn Care and Landscape	954-774-0903	<a href="mailto:customerspinkandgreen@gmail.com">customerspinkandgreen@gmail.com</a>	Emailed Jasmine
Luca Landscaping	954-203-0828		Left Voicemail
Fort Lauderdale Landscape	561-400-2100		Left Voicemail
RFM Landscaping	954-701-5038	<a href="mailto:rfmlandscapingllc@gmail.com">rfmlandscapingllc@gmail.com</a>	Emailed Roberto
Elite Landscaping Group LLC	954-245-1883		Left Voicemail
Top Green Landscape in Pembroke Pines	754-260-4777		Left Voicemail
Green Land Design Inc	954-245-9810	<a href="mailto:green.land.design7@gmail.com">green.land.design7@gmail.com</a>	Emailed Andres
Larsen Landscaping LLC	954-804-9850	<a href="mailto:larsenlandscapingllc@gmail.com">larsenlandscapingllc@gmail.com</a>	Emailed Danielle
Elegance Landscaping	954-772-4601	<a href="mailto:elegancelandscaping2011@gmail.com">elegancelandscaping2011@gmail.com</a>	Emailed Deanna
MJ'z Tree and Landscaping Service	754-214-5376	<a href="mailto:p.trim@yahoo.com">p.trim@yahoo.com</a>	Emailed Felix
DeMarco Landscaping Desing Group	954-398-5491		Not interested
Epic Landscaping	954-680-9995	<a href="mailto:mary@epiclandscaping.org">mary@epiclandscaping.org</a>	Emailed Mary and Alex
		<a href="mailto:alex@epiclandscaping.org">alex@epiclandscaping.org</a>	
Broward Landscape	954-325-1111	<a href="mailto:info@browardlandscape.net">info@browardlandscape.net</a>	Emailed

**QUOTE SHEET**  
**Belmont Lakes Community Development District**  
**Areca Palm Plantings**

Due Date For Quotes: December 9, 2021, 4:00 p.m.

The Belmont Lakes Community Development District is submitting quotes for the planting/installation of Areca Palms as a hedge/screen row. Quotes may be submitted in person or by email:

If in person:

Belmont Lakes CDD  
Attn: Munilytics  
7320 Griffin Road, Ste. 102  
Davie, Florida 33314

If by email:

[chrisw@munilytics.biz](mailto:chrisw@munilytics.biz)

If you have further questions, please contact Chris Wallace, District Manager, at 954-903-0712 X 205 or by email at [chrisw@munilytics.biz](mailto:chrisw@munilytics.biz).

Specifications:

Install Areca Palms, 7 gallon plant with average height of 5-6 feet. Palms shall be planted in holes that are at least twice as wide as the root ball. Once planted, the palms will be thoroughly watered. Palms are to be planted 4 feet from the existing chain link fence. There is approximately 933 linear feet of planting that is required. The palms are intended to be a screen for the adjacent property owners. The area is located on a landscape easement with the District. The District will consider planting options with spacings of 3' (311 plants), 4' (233 plants), 5' (187 plants), and 6' (155 plants).

Vendor Requirements:

1. Vendors must be licensed in Broward County.
2. Vendors must participate in the U.S. Department of Homeland Security's E-verify system.
3. Vendors must have the following insurances:
  - a. Workers' Compensation with statutory minimum or greater.
  - b. Automobile coverage on all listed vehicles, non-owned vehicles, and hired vehicles. \$1,000,000 coverage
  - c. General Liability with coverage of at least \$1,000,000/\$2,000,000
4. Vendor must call for underground locates prior to planting.
5. Work may be done only between the hours of 8:00 a.m. and 6:00 p.m. and no work may be done on Sundays.
6. Work area must be kept clear of debris by the end of each workday.

**QUOTE SHEET**  
**Belmont Lakes Community Development District**  
**Areca Palm Plantings**

**Pricing Page**

- |                                 |          |
|---------------------------------|----------|
| 1. Installed Cost of 311 plants | \$ _____ |
| 2. Installed Cost of 233 plants | \$ _____ |
| 3. Installed Cost of 187 plants | \$ _____ |
| 4. Installed Cost of 155 plants | \$ _____ |

Name of Company Submitting Quote: \_\_\_\_\_

Address of Company: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Person Submitting Quote: \_\_\_\_\_



BLCDD Areca Palm Bids				
Name	Phone Number	Email	Notes	Quote
Pop's Nursery	954-432-7302		Left Voicemail	
Flamingo Road Nursery	954-476-7878		Left Voicemail	
Florida Nursery Mart	954-689-0791	<a href="mailto:flnurserymart@gmail.com">flnurserymart@gmail.com</a>	Emailed Phil	
Jesse Durko's Nursery	954-873-4563		Left Voicemail	
Garmizos Inc	954-680-3300	<a href="mailto:info@garmizosinc.com">info@garmizosinc.com</a>	Emailed	
Living Color Garden Center	954-985-8787	<a href="mailto:office@livingcolorgardencenter.net">office@livingcolorgardencenter.net</a>	Emailed Stacy	
Bloom Nursery	954-822-4096		Left Voicemail	
Leserra's Nursery	954-426-8021		Only sells product, doesn't do install, will email prices for individual plants	\$30 for all; no install service
Plant Life Farm	305-278-9192	<a href="mailto:pwiggins@plantlife.farm">pwiggins@plantlife.farm</a>	Emailed	\$25 for 7G; no install service
La Ceiba Nursery Inc	786-266-7614	<a href="mailto:sales@laceiba.farm">sales@laceiba.farm</a>	Emailed	
Vera's Nursery	786-504-3039	<a href="mailto:ismel@veranursery.com">ismel@veranursery.com</a>	Emailed	
First Star Nursery Landscaping	786-283-1237	<a href="mailto:info@firststarnursery.com">info@firststarnursery.com</a>	Emailed	
Black Olive East Nursery	954-985-2541	<a href="mailto:info@blackoliveeastnursery.net">info@blackoliveeastnursery.net</a>	Emailed	
Roche Farms	305-431-1847	<a href="mailto:benjaminsapellrzz@gmail.com">benjaminsapellrzz@gmail.com</a>	Emailed	\$20 for 7G
A V R Nursery & Brokers Corp	786-877-5713	<a href="mailto:amavrod@gmail.com">amavrod@gmail.com</a>	Emailed	

**EXHIBIT E**  
Schedule of Bid Items:

Lump Sum Proposal For Landscaping Services, Mulching Services, Annual Plantings and fertilization and pest management:

The lump sum proposal and the for Landscaping Services represents the sum of the following payments to be made during the contract year:

Month	Scheduled cuts and trims	Payment Amount For Month
January	2 Cuts & 1 Trim	\$ 11,760.45
February	2 Cuts & 1 Trim	\$ 6,248.72
March	3 Cuts & 1 Trim	\$ 4,493.88
April	3 Cuts & 1 Trim	\$ 4,993.88
May	3 Cuts & 1 Trim	\$ 5,828.88
June	3 Cuts & 1 Trim	\$ 14,881.61
July	3 Cuts & 1 Trim	\$ 5,463.88
August	3 Cuts & 1 Trim	\$ 6,843.88
September	3 Cuts & 1 Trim	\$ 4,493.88
October	3 Cuts & 1 Trim	\$ 6,328.88
November	2 Cuts & 1 Trim	\$ 3,898.72
December	2 Cuts & 1 Trim	\$ 8,729.72

Cost Per Cut: \$595.16 / 32 Cuts

Cost Per Trim: \$2,560.24 / 12 Trims

Cost for Tree and Palm Trimming included in Lump Sum: \$13,783.46

Cost Of Mulching Services, per application, included in the above amounts: \$3,496.00

(pricing sheet continued on next page)

**(Exhibit E, Pricing Page, Continued)**

Cost of Annual Plantings (2,000 annual count allowance) , including preparation of beds and fertilizing during planting:

	Proposed OR Typical Plant Material Including Individual Size Of Material	Lump Sum Price For Planting Including Plant Material
October	<u>Typical Plant Material 4"- 4.5"</u>	<u>\$1,335.00</u>
May	<u>Typical Plant Material 4"- 4.5"</u>	<u>\$1,335.00</u>

Cost of Fertilization and Pest Control included in  
lump sum price above

\$7,640.00

Additional Cost to clean small traffic circles (Area 8 from Map).      \$ Included in Pricing  
per cleaning



Larsen Landscaping

## Summary of proposal

### Belmont Lakes CDD

December 2021

#### **Landscape Maintenance**

**40 lawn care services:** The grass will

be mowed with a commercial grade mower at industry standard every service. The sidewalks, curbs, and beds will be edged. Every service, the leaves will be blown with commercial leaf blowers and will be picked up with trash cans. All debris generated with services will be hauled away. Palm fronds and small branches will be picked up during routine maintenance. Any debris from storms will be inspected by management and a proposal will be drafted if necessary.

**12 Shrub and ornamental pruning:** All hedges will be trimmed once a month to maintain the species proper height. Shrubs throughout the whole property will be maintained to industry standards. All seed pods will be removed once a month on palm trees up to 10'ft tall. All stop signs will be cleared once a month up to 10'ft tall. The perimeter hedge will be trimmed twice a year.

**24 monthly inspections by management:** Twice a month, we will have a manager drive through the property to make sure all is maintained. If there is an observation made, we will make a report and notify the property manager. A member of our management team whether the owner or a management personnel will drive or walk the property to inspect completion of services and the status of the landscaping throughout the property which will ultimately generate a proposal if necessary.

**Fertilization Program:** Florida is filled with porous rock. So, to accommodate landscaping we must supply them with constant nutrition. This service includes our team monitoring the landscaping and applying nutrients multiple times per year. If we recognize a severe deficiency, we will draft a proposal for additional treatment.

**Irrigation System Maintenance:** Irrigation systems require constant maintenance. This service includes one of our technicians closely monitoring the system throughout the entire year. As issues arise, we will draft proposal to get them repaired quickly.

**Integrated Pest Management:** Weed control will be applied in garden beds with a non-selective herbicide. Once a month all beds, sidewalks, and curbs will be sprayed for invasive weeds. All weeds throughout community guidelines will be taken care of either mechanically or chemically.

**Annuals:** 2,000 flowers a year will be installed throughout the property. Included with the installation will be potting soil and fertilizer for the flowers.

<b>Annual Contract Price:</b>	<b>\$ 96,580.00</b>
<b>Monthly Contract Price:</b>	<b>\$ 8,048.33</b>

5816 Hampton Hills Blvd  
Tamarac, FL 33321  
954-804-9850