

**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, January 20, 2015 at 10:33 a.m.** at the office of Rizzetta & Company, Inc. located at 3434 Colwell Avenue, Suite 200, Tampa, FL 33614.

Present and constituting a quorum:

Grady Miars	<b>Board Supervisor, Chairman (via phone)</b>
Bruce Kaschyk	<b>Board Supervisor, Vice Chairman</b>
Ellen Johnson	<b>Board Supervisor, Asst. Secretary</b>
Kyle Thornton	<b>Board Supervisor, Asst. Secretary</b>

Also present were:

Joe Roethke	<b>District Manager; Rizzetta &amp; Company, Inc.</b>
Jennifer Kilinski	<b>District Counsel; Hopping Green &amp; Sams, P.A.</b>
Lindsay Whelan	<b>District Counsel; Hopping Green &amp; Sams, P.A.</b>
Tim Plate	<b>District Engineer, Heidt Design, LLC</b>
Robert Nelson	<b>Greenpointe Holdings, LLC</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 Members made the following comments:

- An Audience Member asked about the status of the benches and trash bins to be installed at the Amenity Center. These will be installed this week.
- An Audience Member brought up some pond issues. The District Manager will follow up with the pond vendor.
- An Audience Member asked about the status of the CDD website. The proposal will be discussed at today's meeting.
- An Audience Member discussed the traffic light at the entrance. This is a county issue.

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of Board of Supervisors' Regular Meeting held December 16, 2014**

On a Motion by Mr. Kaschyk, seconded by Ms. Johnson, with all in favor, the Board approved the Minutes of the Board of Supervisors' Regular Meeting held on December 16, 2014 for Belmont Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of Operation & Maintenance Expenditures for December 2014**

On a Motion by Mr. Kaschyk, seconded by Ms. Johnson, with all in favor, the Board approved the Operation & Maintenance Expenditures for December 2014 totaling (\$68,986.66) for Belmont Community Development District.

**FIFTH ORDER OF BUSINESS**

**Discussion Regarding General Election Seats**

Mr. Roethke presented the resumes to the Board from two residents that are interested in being appointed to the General Election seats.

On a Motion by Mr. Thornton, seconded by Ms. Johnson, with all in favor, the Board appointed Clement Hill to Seat #4 on the Belmont Board of Supervisors for Belmont Community Development District.

On a Motion by Mr. Clement, seconded by Ms. Johnson, with all in favor, the Board appointed Michael Martin to Seat #5 on the Belmont Board of Supervisors for Belmont Community Development District.

**SIXTH ORDER OF BUSINESS**

**Administer Oath to Newly Appointed Officer**

Mr. Roethke administered the oath to Mr. Hill, and Mr. Hill responded in the affirmative. Mr. Roethke also noted that Mr. Hill is eligible to receive \$200.00 compensation to attend Board meetings, up to a maximum of \$4,800.00 per year. Mr. Hill accepted compensation.

Mr. Roethke administered the oath to Mr. Martin, and Mr. Martin responded in the affirmative. Mr. Roethke also noted that Mr. Martin is eligible to receive \$200.00 compensation to attend Board meetings, up to a maximum of \$4,800.00 per year. Mr. Martin accepted compensation.

**SEVENTH ORDER OF BUSINESS**

**Presentation of Resolution 2015-05,  
Designating Officers**

Mr. Roethke presented Resolution 2015-05, designating officers of the District. Mr. Miars and Ms. Johnson are named as Board Chair and Vice Chair, respectively, with the remaining Board members being designated as Assistant Secretaries.

On a Motion by Mr. Thornton, seconded by Mr. Hill, with all in favor, the Board adopted Resolution 2015-05 for Belmont Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Presentation of Landscape Report**

Mr. Roethke presented the monthly landscape report to the Board. No formal Board action was taken.

**NINTH ORDER OF BUSINESS**

**Consideration of Landscape and Irrigation  
Maintenance Proposals**

Mr. Roethke informed the Board that the proposals for the Landscape and Irrigation Maintenance have not been received yet. Mr. Roethke suggested moving forward with a temporary contract with a vendor until the full proposals are ready.

On a Motion by Mr. Thornton, seconded by Ms. Johnson, with all in favor, the Board approved a temporary contract with Watering Technologies at a not-to-exceed amount of (\$9,000.00 monthly) for Belmont Community Development District.

**TENTH ORDER OF BUSINESS**

**Presentation of Resignation Letter from  
Prager & Co.**

Mr. Roethke presented a resignation letter from Prager & Co. as dissemination agent for the Series 2006B Bonds.

On a Motion by Ms. Johnson, seconded by Mr. Martin, with all in favor, the Board accepted the resignation letter from Prager & Co. as dissemination agent for the Series 2006B Bonds for Belmont Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Amended and Restated  
Dissemination Agreement**

Mr. Roethke presented an amended and restated Dissemination Agent agreement, which now also includes services for the Series 2006B Bonds. Ms. Kilinski added some additional comments regarding this agreement.

On a Motion by Mr. Martin, seconded by Ms. Johnson, with all in favor, the Board approved amended and restated Dissemination Agent Agreement with Rizzetta & Co. for Belmont Community Development District.

**TWELFTH ORDER OF BUSINESS**

**Consideration of Change Order from  
Mandy Electric**

Mr. Roethke presented a change order from Mandy Electric for the Amenity Center Electric installation. This covers additional electrical work for the pool equipment.

On a Motion by Mr. Thornton, seconded by Mr. Martin, with all in favor, the Board approved the change order from Mandy Electric at a total cost of (\$875.00) for Belmont Community Development District.

**THIRTEENTH ORDER OF BUSINESS**

**Consideration of Proposal for Website  
Services**

Mr. Roethke presented a proposal from Rizzetta Technology Services for CDD Website Services. A discussion ensued.

On a Motion by Mr. Martin, seconded by Mr. Thornton, with all in favor, the Board approved the proposal from Rizzetta Technology Services, including a (\$1,500.00) website creation fee, a (\$500.00) e-mail service set up fee, a (\$50.00) monthly for hosting and backup, (\$50.00) monthly for content updating, and (\$15.00) per user per month for e-mail services for Belmont Community Development District.

**FOURTEENTH ORDER OF BUSINESS**

**Discussion Regarding School Bus Shelter  
Construction**

Mr. Plate discussed the status of the bus shelter construction with the Board. A sketch of the potential shelter location was distributed to the Board. The Board will consider this, but no decision has been made at this time.

**FIFTEENTH ORDER OF BUSINESS**

**Presentation of Monthly Financial Summary**

Mr. Roethke informed the Board that the Monthly Financial Summary is not available for this month. The Board would like to continue to receive these summaries monthly going forward.

**SIXTEENTH ORDER OF BUSINESS**

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

Mr. Roethke distributed a change order to the Pinellas Pools contract for pool installation. This will cover the stain removal and minor crack in the surface at a cost of \$2,900.00.

On a Motion by Mr. Thornton, seconded by Ms. Johnson, with all in favor, the Board ratified the change order for Pinellas Pools for (\$2,900.00) for Belmont Community Development District.

Mr. Plate discussed several deficiencies in the landscaping, which are scheduled to be corrected today, January 20<sup>th</sup>. Ms. Kilinski discussed the possibility of adding an ADA chair lift, which is still in the process of consideration.

Mr. Plate distributed a bid breakdown for the landscape and hardscape proposals for Phases 1B and 1C-1 and discussed the details with the Board. As per the previous motion by the Board at the last meeting, the final pricing submitted was slightly higher than the approved not-to-exceed amount.

On a Motion by Mr. Thornton, seconded by Mr. Hill, with all in favor, the Board approved proposals from Cornerstone for landscape installation at (\$157,330.45) and hardscape installation at (\$26,500.00) for Belmont Community Development District.

**SEVENTEENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

No Report.

**B. District Engineer**

Mr. Plate discussed the previously approved proposals for seeding and stabilization to fix some issues near the new lots. The fixes have been successful, and Mr. Plate will look to install a fence and signage to keep any trespassers out of this area.

Mr. Plate reviewed a depression in the ground near a TECO transformer and irrigation well near the county lift station. Mr. Plate recommended excavating this area to determine the cause of this issue.

A discussion took place regarding potential construction entrances for construction traffic to use.

**C. District Manager**

Mr. Roethke stated that the next meeting will be held on Tuesday, February 17, 2015 at 10:30 a.m. at the offices of Genesis Group located at 3910 US Hwy 301 N, Suite 140, Tampa, FL 33619.

Mr. Roethke distributed a copy of the insurance proposal that was approved by the Board Chair after the last meeting. Mr. Roethke requested a motion to ratify this proposal.

On a Motion by Mr. Hill, seconded by Mr. Thornton, with all in favor, the Board ratified the proposal from Egis at a total cost of (\$13,834.00) for comprehensive insurance coverage for Belmont Community Development District.

**EIGHTEENTH ORDER OF BUSINESS**

**Supervisor Requests**

Mr. Hill asked about installing lights at the basketball court. He was informed that they are not part of the plan.

Mr. Martin inquired about 4-wheel driving in the neighborhood. Mr. Roethke will have the HOA send letters to the vehicles involved that 4-wheel driving in the neighborhood is not allowed.

**NINETEENTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Mr. Hill, seconded by Ms. Johnson, with all in favor the Board adjourned the meeting at 12:03 p.m. for Belmont Community Development District.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman