

**Minutes  
Belmont Lakes Community Development  
District**

**Rescheduled Regular Meeting  
June 10, 2019  
7:00 p.m.**

**Gazebo in Blackhawk Preserve, 15192 SW  
15<sup>th</sup> Place, Davie, Florida**

**Belmont Lakes Community Development District  
Rescheduled Regular Meeting  
June 10, 2019  
7:00 p.m.  
Gazebo in Blackhawk Preserve, 15192 SW 15<sup>th</sup> Place, Davie, Florida**

**AGENDA**

1. **Call To Order.** The meeting was called to order at 7:00 p.m.
  
2. **Roll Call.** In attendance were Chair Dominick Madeo, Vice-Chair James Roach, Supervisors Joe Capuozzo and Annette Buckley, and District Manager Christopher Wallace. Supervisor Lorraine Hurst was absent.
  
3. **Approval of Minutes**
  - a. **February 28, 201, Meeting.** A motion was made by Vice-Chair Roach to approve the minutes. Supervisor Capuozzo seconded the motion, and in a voice vote, the minutes were unanimously approved. **(Minutes approved 4-0).**

**Resignation of Supervisor.** At this point in the meeting, Vice-Chair Roach submitted his resignation in writing. In a motion by Supervisor Capuozzo, which was seconded by Chair Madeo, the resignation was unanimously accepted. Mr. Roach was reminded that he needed to complete a final financial disclosure form.

**Appointment to Vacant Supervisor Seat.** Supervisor Capuozzo moved to appoint Mark Ator to the vacant seat. Chair Madeo seconded the motion and, in a voice vote, Mr. Ator was appointed to the vacant seat, subject to taking an oath of office, which was to be done at a later date. **(Mark Ator unanimously appointed to vacant seat 2, with the term expiring November 7, 2021).**
  
4. **RESOLUTION 2018-1. 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, 2019.** Mr. Wallace discussed the resolution and its purpose. Supervisor Capuozzo moved to approve the resolution, which Supervisor Buckley seconded. In a voice vote, the resolution was adopted. **(Resolution adopted 3-0).**
  
5. **RESOLUTION 2018-2. A RESOLUTION OF THE BOARD OF SUPERVISORS OF BELMONT LAKES COMMUNITY DEVELOPMENT DISTRICT ADOPTING A PROPOSED BUDGET FOR FISCAL YEAR 2019-2020 AND SETTING A DATE, PLACE, AND TIME FOR A PUBLIC HEARING ON THE PROPOSED BUDGET.** The Board discussed available dates for the budget hearing. Supervisor Capuozzo moved to amend and adopt the resolution, with the date, place, and time being July 30, 2019, at 7:00 p.m. at the gazebo. Supervisor Buckley seconded the motion, and, in a voice vote, the Resolution was unanimously adopted. **(Resolution adopted, 3-0).**

6. **RESOLUTION 2018-3. A RESOLUTION OF THE BOARD OF SUPERVISORS OF BELMONT LAKES COMMUNITY DEVELOPMENT DISTRICT ADOPTING AN INITIAL ADDITIONAL ASSESSMENT FOR FISCAL YEAR 2018-2019 AND SETTING A DATE, PLACE, AND TIME FOR A PUBLIC HEARING ON THE PROPOSED ADDITIONAL ASSESSMENT.** Mr. Wallace discussed how the District would likely run out of cash by November, since the cash it would get for FY2020 would not begin being received until mid-December. The District had adopted its current budget with the hope that it would be reimbursed more than \$50,000 by FEMA. Since that wasn't likely to happen by the end of the year, or at all, cash flow was in peril. The Board discussed its options and what amount to assess. The Board asked the District Manager to send out a letter in advance of the assessment notice to give residents advance notice and which also explains the reasons for the additional assessment. After some discussion, Chair Madeo moved to have the initial assessment hearing on July 30, 2019, at 7:00 p.m., at the Gazebo. Supervisor Capuozzo seconded the motion and in a voice vote, the Resolution was adopted. **(Resolution adopted 3-0).**

7. **OLD BUSINESS.**

a. **Gates.**

- i. **Motor and Control Box replacement proposal**
- ii. **Gate Clicker Status**
- iii. **"ATM" entry-style estimate.**

Mr. Wallace discussed the status of the gates and noted that the District had money only to effect necessary repairs and not replace or add to the existing equipment.

b. **Landscape Issues**

- i. **Flowers**
- ii. **Additional landscaping quote.**
- iii. **Vines**
- iv. **Annual Tree Trimming**
- v. **Hurricane Proposal**
- vi. **Ficus proposal**
- vii. **Brightview CPI request.**

Mr. Wallace discussed the various landscape issues and received recommendations and instruction from the Board.

8. **Staff Reports**

- a. **Audit Status.** Mr. Wallace noted that the field work for the audit had been completed and that he expected the report within the next couple of weeks.
- b. **FEMA Hurricane Irma Status.** Mr. Wallace noted what he had previously discussed with the Board: FEMA had denied the request, but that the District had

successfully appealed the denial to the State, which had then recommended approval to FEMA. The appeal now rested with FEMA but he didn't expect this issue to be resolved anytime soon.

- c. **Financial Report.** Mr. Wallace discussed the current financials.
- d. **Storm Drain Work final cost.**
- e. **Board requests, Sunshine Laws.**

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

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

11. **Adjournment.** There being no further business, Chair Madeo moved to adjourn the meeting, which was seconded by Supervisor Capuozzo. In a voice vote, the motion carried and the meeting was adjourned. **(Meeting adjourned at 8:18pm).**

**Belmont Lakes Community Development District  
Budget and Regular Meeting  
February 28, 2019  
7:00 p.m.  
Gazebo in Blackhawk Preserve, 15192 SW 15<sup>th</sup> Place, Davie, Florida**

**MINUTES**

12. **Call To Order.** The meeting was called to order at 7:03 p.m.
13. **Roll Call.** In attendance were Chair Dominick Madeo, Vice-Chair James Roach, Supervisors Joe Capuozzo and Annette Buckley, and District Manager Christopher Wallace. Supervisor Lorraine Hurst was not present.
14. **Acceptance of Oath of Office.** The Board accepted the Oaths of Office for Joe Capuozzo and Annette Buckley.
15. **Approval of Minutes**
  - a. **September 11, 2018, Budget and Regular Meeting**
  - b. **December 18, 2018, Landowner's Meeting**A motion was made by Supervisor Capuozzo to accept the minutes of the meetings. A second was made by Supervisor Buckley and the motion was approved. **(Motion approved 4-0).**

During the minutes approval discussion, the Board directed that the meeting schedule be advertised for the last Tuesday of each month in case meetings needed to be held, but that quarterly meetings would in any event be held.

16. **Gate Issues**
  - a. **Trap problems**
  - b. **Motor Issues, Old Equipment**
  - c. **Old "Clicker" System**
  - d. **Envera Updated Monitoring System**

The issues involving were discussed, including how the system evolved over time, whether the old "Clicker" system was still active, and new entry devices to be considered by the Board at a future meeting. The Board asked the District Manager to get prices on the "ATM"-style entry system with license plate reader to be put in place on the visitor's entrance. The system is currently in use at the neighboring Highland Ranches community.

After some discussion regarding the clicker system and hearing comments from the community that were present, a motion was made by Chair Madeo, which was

seconded by Supervisor Capuozzo, to remove the old clicker system. In a voice vote, the motion was approved, with Vice-chair Roach dissenting. **(Motion approved, 3-1).**

17. **Flower Schedule and Other Landscape Issues.** Various landscaping issues were discussed. The Board directed management to plant flowers twice per year and to take the flowers from the third planting and split them among the other two plantings. Also, the Manager was directed to instruct the landscape company to not remove existing annuals until they are ready to install the new flowers.

The Board discussed at length additional landscape plantings along the fence line at 17<sup>th</sup> Street and infill replacements along 154<sup>th</sup> Avenue and 14<sup>th</sup> Street. Chair Madeo volunteered to meet with the landscape company and District Manager to develop a scope of work so that quotes could be developed.

18. **Staff Reports**

- a. **Audit Status** Mr. Wallace advised on the status of the audit, which should be completed by the end of March. The next audit would begin immediately after completion of the first.
- b. **FEMA Hurricane Irma Status.** Mr. Wallace advised the Board that FEMA had denied its claim for Hurricane Irma for the sole reason of denying access to the community to the general public. Mr. Wallace described FEMA's rationale and explained that an appeal would be filed with the State next week. Mr. Wallace noted that the appeal, if successful (which was very much in doubt), would take months. The District's budget was developed with the hope that the FEMA reimbursement would become available during the year. Mr. Wallace described the cash flow issues facing the Board at fiscal year-end and that debt payments would come due at the first of October but the District didn't begin receiving assessment money until the December tax distributions by the tax collector's office. Discussion ensued and the Board directed the Manager to develop a forecast and recommendation on an interim assessment and to bring it back to the Board.
- c. **Financial Report.** Mr. Wallace noted that the surplus that had developed in FY2017 evaporated in FY2018 because of Hurricane Irma expenses and noted again the cash flow issues the District would face by the end of the FY2019.
- d. **Storm Drain Work.** Mr. Wallace discussed the current repair to a catch basin grate and noted that it would be repaired next week. Other drainage issues, including the improper raising of driveways and the flooding that was creating, were discussed.

19. **Audience Comments.** There were no further audience comments.

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

21. **Adjournment.** There being no further business, Supervisor Capuozzo moved to adjourn the meeting. Supervisor Buckley seconded the motion, and in a unanimous voice vote, the meeting was adjourned at 8:48 p.m.

**RESOLUTION 2018-1**

**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, 2019**

**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, 2019, is hereby determined to be 96, 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 10th DAY OF JUNE 2019.**

Attest:

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Dominick Madeo, Chair

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Christopher Wallace, Secretary



**Resolution 2018-2**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF BELMONT LAKES COMMUNITY DEVELOPMENT DISTRICT ADOPTING A PROPOSED BUDGET FOR FISCAL YEAR 2019-2020 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 FY2020 operating budget to the Board of Supervisors to be considered; and

**WHEREAS**, the Board of Supervisors has considered the proposed FY2020 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 FY2019-2020 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 July 30, 2019, at 7:00 p.m., at the Blackhawk Gazebo

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

**PASSED AND ADOPTED THIS 10th DAY OF JUNE 2019.**

**Attest:**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary

**Belmont Lakes Community Development District**

**Proposed Budget**

**Fiscal Year 2020**

<b>Revenues:</b>		<b>FY19 Adopted</b>	<b>FY20 Proposed</b>	<b>Change</b>	<b>Comments</b>
363.100	Administrative and Maintenance Assessments	166,169.71	222,098.30	55,928.59	
363.810	Debt Assessment	44,561.46	44,561.46	0.00	
363.831	Assessment Discounts	(8,429.25)	(10,666.39)	(2,237.14)	
	<b>Net Assessment Revenue</b>	<b>202,301.92</b>	<b>255,993.37</b>	<b>53,691.45</b>	
369.400	Other Income	1,000.00	500.00	(500.00)	
369.401	Interest Income	25.00	200.00	175.00	
	<b>Total Revenue</b>	<b>203,326.92</b>	<b>256,693.37</b>	<b>53,366.45</b>	
<b>Expenditures:</b>					
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	4,500.00	4,750.00	250.00	Anticipated Increased Contract
512.355	Meeting Room and Misc.	100.00	100.00	-	
512.356	Misc. Maintenance	750.00	750.00	-	Combined with "Maintenance Other"
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	33,365.10	33,365.10	-	
517.200	Debt Service - Interest	9,413.90	9,413.90	0.00	
530.410	Telephone	1,450.00	1,740.00	290.00	current activity
530.431	Electric	6,800.00	7,238.14	438.14	current activity
530.450	Insurance	7,400.00	7,400.00	-	
530.461	Cleaning Guardhouse	450.00	450.00	-	
530.462	Irrigation Maintenance	1,200.00	1,200.00	-	non contract irrigation costs
530.463	Lake Maintenance	3,588.00	3,588.00	-	
530.464	Landscaping	76,823.64	79,128.35	2,304.71	brightview w 3% inc 1/1/19 + Trugreen
530.496	Landscaping Replacement	-	30,000.00	30,000.00	replace foliage as necessary
530.465	Lights	3,500.00	3,500.00	-	holiday lighting
530.466	Maintance, Gate and Guardhouse	7,000.00	19,000.00	12,000.00	replace control mechanisms
530.491	Street Cleaning	-	-	-	
530.492	Lights-Entry Gates and Guardhouse	250.00	250.00	-	new lighting system
530.497	Virtual Guard Monitoring Service	20,796.00	21,419.88	623.88	new envera contract
530.511	Bank Fee	75.00	75.00	-	bank now charging again
530.702	Street Maintenance and Repairs	500.00	500.00	-	
530.744	Stormwater Maintenance	-	5,000.00	5,000.00	Cleanout System and re-certify
530.745	Pressure Cleaning	4,000.00	5,000.00	1,000.00	2 x tennis courts plus community-wide
590.000	Contingency/Operating Reserve	499.28	2,000.00	1,500.72	
	<b>Total Expenditures</b>	<b>203,285.92</b>	<b>256,693.37</b>	<b>53,407.46</b>	
	<b>Revenues Less Expenditures</b>		<b>(0.00)</b>	<b>(0.00)</b>	
	Use Of Reserves			-	
	<b>Net of Reserves</b>			<b>0</b>	
	Gross Assessments	210,731.16	266,659.76	55,928.60	
	Less: Discounts Taken	(8,429.25)	(10,666.39)	(2,237.14)	
	<b>Net Assessments</b>	<b>202,301.91</b>	<b>255,993.37</b>	<b>53,691.46</b>	
	Gross Assessment	210,731.16	266,659.76	55,928.60	
	Number of Units	42	42		
	Gross Assessment Per Unit	5,017.41	6,349.04	1,331.63	
	Estimated Net Assessment After Discount	4,816.71	6,095.08	1,278.37	

**Resolution 2018-3**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF BELMONT LAKES COMMUNITY DEVELOPMENT DISTRICT ADOPTING AN INITIAL ADDITIONAL ASSESSMENT FOR FISCAL YEAR 2018-2019 AND SETTING A DATE, PLACE, AND TIME FOR A PUBLIC HEARING ON THE PROPOSED ADDITIONAL ASSESSMENT**

**WHEREAS**, Belmont Lakes Community Development District adopted a budget and assessment for the Fiscal Year 2018-2019; and

**WHEREAS**, the budget was adopted with the expectation that the District would be reimbursed for its Hurricane Irma expenses; and

**WHEREAS**, the reimbursement has been initially denied by FEMA, but an appeal has been filed by the District, which appeal has also been recommended for approval by the State of Florida; and

**WHEREAS**, the appeals process is not expected to be resolved by the end of the fiscal year and the District's cash flow will be insufficient to cover anticipated expenses of both FY2019 and FY2020 through the tax collection cycle that begins mid-December 2020; and

**WHEREAS**, the Board of Supervisors also wishes to set the Place, Date, and Time for a public hearing to consider the proposed additional FY2019 assessments and to hear input from the public on the additional assessments; and

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

**Section 1.** The proposed FY2019 additional assessment to cover cash flows (Exhibit "A") is hereby approved.

**Section 2.** The Board of Supervisors hereby sets the public hearing date on the proposed budget and assessment for July 30, 2019, at 7:00 p.m., at the Blackhawk Gazebo.

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

**PASSED AND ADOPTED THIS 10th DAY OF JUNE 2019.**

**Attest:**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary