

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

**Regular Meeting February 17, 2022**  
**6:30 p.m.**

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

**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**

**AGENDA**

- 1. Call To Order.**
- 2. Roll Call.**
- 3. Approval of Minutes**
  - a. December 13, 2021, Regular Meeting**
- 4. Landscape Maintenance Proposals**
- 5. Areca Palm Installation Update**
- 6. Staff Reports**
  - a. January 31, 2022, Financials**
  - b. Next Meeting Date**
- 7. Other Business.**
- 8. Audience Comments.**
- 9. Supervisor's Comments.**
- 10. Adjournment.**

**Belmont Lakes Community Development District Budget and Regular Meeting  
December 13, 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 6:41p.m.
2. **Roll Call.** In attendance were Chair Dominick Madeo and Board members Jim Roach, Annette Buckley, and Carlos Benhamu, and District Manager Christopher Wallace.
3. **Acceptance of Bonnie Harper Resignation.** The Board accepted the resignation of Board Member Bonnie Harper. Chair Madeo nominated Tom Pacchioli to fill Ms. Harper's remaining term. Supervisor Buckley nominated Carlos but didn't supply a last name. In a voice vote, the Board appointed Tom Pacchioli to the vacant seat, subject to him taking an oath of office by the next meeting.
4. **Approval of Minutes**
  - a. **August 5, 2021, Budget and Regular Meeting.** Supervisor Roach moved to accept the minutes and Supervisor Benhamu seconded the motion. In a voice vote, the minutes were approved. **(Minutes approved 4-0)**
5. **Landscape Maintenance Proposals.** Mr. Wallace discussed the proposals received for landscaping and noted that they were disappointed they had not received hardly any back, despite having contacted several firms. Mr. Wallace noted that the holiday season may have delayed companies from proposing and also noted that the change in state law requiring contractors to participate in the federal eVerify system likely discouraged others from bidding. The consensus was to continue to try to get other bids.
6. **Areca Palm Installation.** The Board discussed the planting of areca palms in the landscape easement along 17<sup>th</sup> street and the need for irrigation or watering. None of the bids provided for installation. Mr. Wallace noted that they could use Arborscape America to plant the palms, but that they could not water the palms during install. Mr. Wallace discussed the planting spacing of the palms and it seemed generally agreed that 4-foot spacing would be the maximum distance they should be planted. On a unanimous vote, the Board directed the planting of the palms at the cheapest price but that a solution to the watering would need to be found or else wait to the rainy season. Vice Chair Roach volunteered to contact the farm next to the community to see if they could do the watering. **(Areca palm planting approved, 4-0).**
7. **Guardhouse Proposals.** The Board discussed the Envera proposal for updating the virtual guard processing. A presentation was made by Miriam Klocman of Envera. The new features were discussed at length. The consensus was to avoid using the QR code feature as that seemed to make things a bit less secure. A motion was made by Supervisor Benhamu to approve the agreement subject to some changes to the contract. Vice Chair Roach seconded the motion and in a voice vote with Supervisor Buckley dissenting, the motion was approved. **(Motion to approve Envera Contract Change, subject to**

**Supervisor Benhamu negotiating the final terms and conditions adopted 3-1)**

**8. Staff Reports**

- a. September 30, 2021, Financials.** Mr. Wallace discussed the last financials for the fiscal year 2021.
- b. District Manager Proposals.** Mr. Wallace noted that this would be presented at a subsequent meeting.
- c. Next Meeting Date.** The Board set the next meeting date for January 17, 2022, at 6:30 p.m.

**9. Other Business.** There was no further business.

**10. Audience Comments.**

**11. Supervisor's Comments.**

**12. Adjournment.** The meeting was adjourned 8:15 p.m.

Belmont Lakes CDD  
Balance Sheet Standard  
As of January 31, 2022

Jan 31, '22

ASSETS

Current Assets

Checking/Savings

101.300 — BLCDD Valley Bank (Bank Account) 207,037.59

Total Checking/Savings 207,037.59

Total Current Assets 207,037.59

TOTAL ASSETS 207,037.59

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

202.000 — Accounts Payable 1,874.60

Total Accounts Payable 1,874.60

Total Current Liabilities 1,874.60

Total Liabilities 1,874.60

Equity

271.020 — Retained Earnings 58,784.77

Net Income 146,378.22

Total Equity 205,162.99

TOTAL LIABILITIES & EQUITY 207,037.59

# Belmont Lakes CDD

## Profit and Loss Standard

### October 2021 through January 2022

Oct '21 - Jan '22

Ordinary Income/Expense	
Income	
363.100 — Admin & Maintenance Assessments	197,839.88
369.400 — Other Income	150.00
369.401 — Interest Income	<u>2.32</u>
Total Income	197,992.20
Expense	
530.467 — Gate Damage Repairs (Gate Damage Repairsq)	614.00
530.497 — Virtual Guard Monitoring Serv (Monthly Monitoring Services)	8,665.00
512.000 — Administration - Other	231.97
512.121 — Management Fees-Admin (Management Fees-Admin)	5,166.68
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	4,356.80
530.410 — Telephone (Telephone)	715.06
530.431 — Electric (Electric)	2,019.72
530.450 — Insurance	4,387.50
530.463 — Lake Maintenance	1,104.00
530.464 — Landscaping	17,860.72
530.465 — Holiday Lights (Holiday Lights)	3,771.50
530.511 — Bank Fee	21.18
530.745 — Pressure Cleaning	<u>2,375.00</u>
Total Expense	<u>51,613.98</u>
Net Ordinary Income	<u>146,378.22</u>
Net Income	<u>146,378.22</u>

Belmont Lakes CDD  
**Profit and Loss Budget vs. Actual**  
 October 2021 through January 2022

	Oct '21 - Jan '22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
363.100 — Admin & Maintenance Assessments	159,113.84	183,089.88	-23,976.04	86.9%
363.810 — Debt Assessment	38,726.04	44,561.46	-5,835.42	86.9%
363.831 — Assessment Discounts	0.00	-9,106.05	9,106.05	0.0%
369.400 — Other Income	150.00	500.00	-350.00	30.0%
369.401 — Interest Income	2.32	200.00	-197.68	1.2%
<b>Total Income</b>	<b>197,992.20</b>	<b>219,245.29</b>	<b>-21,253.09</b>	<b>90.3%</b>
Expense				
530.468 — Fertilization and Pest Control (Fertilization and Pest Control)	0.00	12,412.22	-12,412.22	0.0%
530.467 — Gate Damage Repairs (Gate Damage Repairs)	614.00			
530.497 — Virtual Guard Monitoring Serv (Monthly Monitoring Services)	8,665.00	22,724.35	-14,059.35	38.1%
511.513 — Postage	14.11	200.00	-185.89	7.1%
512.000 — Website	231.97	0.00	231.97	100.0%
512.121 — Management Fees-Admin (Management Fees-Admin)	5,166.68	15,500.00	-10,333.32	33.3%
512.315 — Legal Advertising	74.85	650.00	-575.15	11.5%
512.320 — Audit & Acctg	0.00	5,000.00	-5,000.00	0.0%
512.355 — Meeting Room and Misc (Meeting Room and Misc.)	75.00	100.00	-25.00	75.0%
512.356 — Miscellaneous Maintenance	0.00	750.00	-750.00	0.0%
512.654 — Dues, Licenses & Subscriptions	175.00	175.00	0.00	100.0%
513.000 — Prop Appr & Tax Collector Fees	4,356.80	4,300.00	56.80	101.3%
517.100 — Principal Payments on Bonds	0.00	39,146.00	-39,146.00	0.0%
517.200 — Interest Payments on Bonds	0.00	1,999.18	-1,999.18	0.0%
530.410 — Telephone (Telephone)	715.06	1,740.00	-1,024.94	41.1%
530.431 — Electric (Electric)	2,019.72	7,238.14	-5,218.42	27.9%
530.450 — Insurance	4,387.50	7,400.00	-3,012.50	59.3%
530.461 — Cleaning Guardhouse/Gazebo	0.00	450.00	-450.00	0.0%
530.462 — Irrigation Maintenance	0.00	1,200.00	-1,200.00	0.0%
530.463 — Lake Maintenance	1,380.00	3,588.00	-2,208.00	38.5%
530.464 — Landscaping	29,174.14	71,535.87	-42,361.73	40.8%
530.465 — Holiday Lights (Holiday Lights)	1,885.75	3,500.00	-1,614.25	53.9%
530.466 — Maint. Gate-Guard House	0.00	3,500.00	-3,500.00	0.0%
530.492 — Lights-Entry Gates Guard House	0.00	250.00	-250.00	0.0%
530.496 — Landscape Renovation	0.00	10,311.52	-10,311.52	0.0%
530.511 — Bank Fee	21.18	75.00	-53.82	28.2%
530.702 — Street Maint & Repairs	0.00	500.00	-500.00	0.0%
530.745 — Pressure Cleaning	2,375.00	4,000.00	-1,625.00	59.4%
590.000 — Operating Reserve	0.00	1,000.00	-1,000.00	0.0%
<b>Total Expense</b>	<b>61,331.76</b>	<b>219,245.28</b>	<b>-157,913.52</b>	<b>28.0%</b>
Net Ordinary Income	136,660.44	0.01	136,660.43	
Net Income	136,660.44	0.01	136,660.43	

Belmont Lakes CDD  
**Bank Activity**  
 As of January 31, 2022

Type	Date	Num	Name	Memo	Amount	Balance
101.300 — BLCDD Valley Bank (Bank Account)						70,288.19
Bill Pmt -Check	10/01/21	3753	Envera		-1,733.00	68,555.19
Bill Pmt -Check	10/01/21	3754	Diamond Dolphin Aquatic		-276.00	68,279.19
Bill Pmt -Check	10/04/21	3755	BrightView		-5,656.71	62,622.48
Bill Pmt -Check	10/04/21	EFT	FPL		-397.56	62,224.92
Bill Pmt -Check	10/05/21	3756	Munilytics		-1,509.53	60,715.39
Bill Pmt -Check	10/06/21	3757	Stay Clean System of America, Inc		-945.00	59,770.39
Bill Pmt -Check	10/06/21	3758	Florida Municipal Insurance Trust		-2,193.75	57,576.64
Bill Pmt -Check	10/06/21	3759	Stay Clean System of America, Inc		-285.00	57,291.64
Bill Pmt -Check	10/12/21	3760	Envera		-1,733.00	55,558.64
Bill Pmt -Check	10/12/21	3761	Florida Dep. of Economic Opportunity		-175.00	55,383.64
General Journal	10/13/21			Analysis Fee	-5.45	55,378.19
Bill Pmt -Check	10/13/21	EFT	FPL		-21.73	55,356.46
Bill Pmt -Check	10/13/21	EFT	FPL		-23.67	55,332.79
Bill Pmt -Check	10/13/21	EFT	FPL		-46.52	55,286.27
Bill Pmt -Check	10/21/21	3762	BrightView		-330.00	54,956.27
General Journal	10/25/21			BC Interest	0.13	54,956.40
Bill Pmt -Check	10/29/21	3763	BrightView		-5,656.71	49,299.69
Bill Pmt -Check	11/01/21	3764	Munilytics		-1,298.82	48,000.87
Bill Pmt -Check	11/02/21	EFT	FPL		-397.56	47,603.31
Bill Pmt -Check	11/09/21	EFT	FPL		-20.92	47,582.39
Bill Pmt -Check	11/09/21	EFT	FPL		-43.66	47,538.73
Bill Pmt -Check	11/09/21	EFT	FPL		-47.75	47,490.98
Bill Pmt -Check	11/10/21	3765	Comcast		-229.28	47,261.70
Bill Pmt -Check	11/10/21	3766	Envera		-1,733.00	45,528.70
Bill Pmt -Check	11/12/21	3767	Diamond Dolphin Aquatic		-276.00	45,252.70
General Journal	11/12/21			Analysis Fee	-7.84	45,244.86
Bill Pmt -Check	11/16/21	3768	JMHoliday Lighting Inc.		-1,885.75	43,359.11
Bill Pmt -Check	11/23/21	3769	BrightView		-11,874.01	31,485.10
General Journal	11/23/21			November 2021 B	45,894.52	77,379.62
Bill Pmt -Check	11/30/21	3770	ASAP Gate Plus		-86.00	77,293.62
Bill Pmt -Check	11/30/21	EFT	FPL		-397.56	76,896.06
Bill Pmt -Check	12/06/21	3771	Florida Municipal Insurance Trust		-2,193.75	74,702.31
Bill Pmt -Check	12/06/21	3772	Diamond Dolphin Aquatic		-552.00	74,150.31
Bill Pmt -Check	12/06/21	3773	Comcast		-119.64	74,030.67
Bill Pmt -Check	12/06/21	3774	Munilytics		-1,295.73	72,734.94
General Journal	12/09/21			Dec 2021 BC Ad	132,584.16	205,319.10
Bill Pmt -Check	12/09/21	EFT	FPL		-21.63	205,297.47
Bill Pmt -Check	12/09/21	EFT	FPL		-45.91	205,251.56
Bill Pmt -Check	12/09/21	EFT	FPL		-65.11	205,186.45
Bill Pmt -Check	12/10/21	3775	Town of Davie		-25.00	205,161.45
Bill Pmt -Check	12/13/21	3776	Envera		-1,733.00	203,428.45



General Journal	12/13/21		Analysis Activity	-7.89	203,420.56
General Journal	12/16/21		Decals	150.00	203,570.56
General Journal	12/17/21		Dec 2021 BC Ad	10,251.90	213,822.46
Bill Pmt -Check	12/20/21	3777 ASAP Gate Plus		-86.00	213,736.46
Bill Pmt -Check	12/27/21	3778 ASAP Gate Plus		-86.00	213,650.46
Bill Pmt -Check	12/28/21	3779 ASAP Gate Plus		-89.00	213,561.46
Bill Pmt -Check	12/29/21	EFT FPL		-397.56	213,163.90
Bill Pmt -Check	01/10/22	3780 Diamond Dolphin Aquatic		-276.00	212,887.90
Bill Pmt -Check	01/10/22	3781 Stay Clean System of America, Inc		-1,145.00	211,742.90
Bill Pmt -Check	01/10/22	3782 Comcast		-242.89	211,500.01
Bill Pmt -Check	01/10/22	3783 Munitytics		-1,294.57	210,205.44
Bill Pmt -Check	01/11/22	EFT FPL		-15.52	210,189.92
Bill Pmt -Check	01/11/22	EFT FPL		-24.81	210,165.11
Bill Pmt -Check	01/11/22	EFT FPL		-52.25	210,112.86
Bill Pmt -Check	01/13/22	3784 ASAP Gate Plus		-179.00	209,933.86
General Journal	01/14/22		Dec 2021 Broward	5,152.50	215,086.36
Bill Pmt -Check	01/18/22	3785 Town of Davie	VOID:	0.00	215,086.36
Bill Pmt -Check	01/19/22	3786 BrightView		-5,656.71	209,429.65
Bill Pmt -Check	01/19/22	3787 Envera		-1,733.00	207,696.65
Bill Pmt -Check	01/21/22	3788 ASAP Gate Plus		-88.00	207,608.65
Bill Pmt -Check	01/25/22	3789 Broward Property Appraiser	VOID:	0.00	207,608.65
General Journal	01/25/22		BC Interest	2.19	207,610.84
Bill Pmt -Check	01/28/22	3790 Comcast		-123.25	207,487.59
Bill Pmt -Check	01/28/22	3791 Broward Property Appraiser		-400.00	207,087.59
Bill Pmt -Check	01/28/22	3792 Town of Davie	VOID:	0.00	207,087.59
Bill Pmt -Check	01/28/22	3793 Town of Davie		-50.00	207,037.59
Total 101.300 — BLCDD Valley Bank (Bank Account)				136,749.40	207,037.59
TOTAL				136,749.40	207,037.59