

**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.)**

**Resolution 2021-3**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF  
BELMONT LAKES COMMUNITY DEVELOPMENT DISTRICT  
ADOPTING THE BUDGET FOR FISCAL YEAR 2021-2022.**

**WHEREAS**, Belmont Lakes Community Development District is required to annually adopt a budget for its revenues and expenditures; and

**WHEREAS**, the District has noticed all property owners, provided for the required advertising and notice of the budget and proposed assessments, and placed a copy of the proposed budget on its website; and

**WHEREAS**, the Board of Supervisors has considered the proposed FY2022 operating budget:

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

**Section 1.** The FY2021-2022 budget (Exhibit "A") is hereby adopted.

**Section 2.** This resolution shall take effect immediately upon its passage and adoption.

**PASSED AND ADOPTED THIS 25th DAY OF AUGUST 2020.**

**Attest:**

\_\_\_\_\_  
Chair Dominick Madeo

\_\_\_\_\_  
Secretary Christopher Wallace

## Exhibit A

<b>Belmont Lakes Community Development District</b>			
<b>Adopted Budget</b>			
<b>Fiscal Year 2022</b>			
<b>Revenues:</b>		<b>FY21 Adopted</b>	<b>FY22 Adopted</b>
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	500.33	500.00
369.401	Interest Income	200.00	200.00
	<b>Total Revenue</b>	<b>219,245.62</b>	<b>219,245.29</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	4,750.00	5,000.00
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	33,365.10	39,146.00
517.200	Debt Service - Interest	9,413.90	1,999.18
530.410	Telephone	1,740.00	1,740.00
530.431	Electric	7,238.14	7,238.14
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
530.463	Lake Maintenance	3,588.00	3,588.00
530.464	Landscaping	81,503.00	71,535.87
	Fertilization and Pest Control		12,412.22
530.496	Landscaping Replacement	12,035.00	10,311.52
530.465	Lights	3,500.00	3,500.00
530.466	Mainteance, Gate and Guardhouse	3,500.00	3,500.00
530.491	Street Cleaning	-	-
530.492	Lights-Entry Gates and Guardhouse	250.00	250.00
530.497	Virtual Guard Monitoring Service	22,062.48	22,724.35
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	4,000.00
590.000	Contingency/Operating Reserve	1,000.00	1,000.00
	<b>Total Expenditures</b>	<b>219,245.62</b>	<b>219,245.29</b>
	<b>Revenues Less Expenditures</b>	<b>(0.00)</b>	<b>0.00</b>
	Use Of Reserves		
	<b>Net of Reserves</b>		
	Gross Assessments	227,651.34	227,651.34
	Less: Discounts Taken	(9,106.05)	(9,106.05)
	<b>Net Assessments</b>	<b>218,545.29</b>	<b>218,545.29</b>
	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

**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**

**WHEREAS**, Belmont Lakes Community Development District has adopted a budget on August 5, 2021; and

**WHEREAS**, the adopted budget contemplates revenues derived from parcels benefiting from the improvements and services provided to those parcels; and

**WHEREAS**, the Board of Supervisors has previously established and confirms for fiscal year 2021-2022 that all parcels equally benefit from the improvements and services and each parcel should be assessed the same rate of assessment:

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

**Section 1.** The Board hereby levies an assessment of \$227,651.34 to fund the District's fiscal year 2021-2022 budget.

**Section 2.** Each parcel in the District is assessed \$5,420.27 for FY2021-2022.

**Section 3.** The District Manager is hereby instructed to certify the final roll to the Broward County Property Appraiser and Broward County Tax Collector

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

**PASSED AND ADOPTED THIS 5th DAY OF AUGUST 2021.**

**Attest:**

\_\_\_\_\_  
Chair Dominick Madeo

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Secretary Christopher Wallace