

MINUTES
Belmont Lakes Community
Development District

Budget and Regular Meeting August
18, 2022
6:30 p.m.

Virtual meeting URL:
<https://munilytics.my.webex.com/munilytics.my/j.php?MTID=m96c203cdaa9f722276e763c3dea54ce>

Shenandoah Park
Community Room
14452 Shenandoah Parkway,
Davie, Florida

**Belmont Lakes Community Development District Budget and Regular Meeting
August 18, 2022
6:30 p.m.**

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

**Virtual meeting URL:
<https://munilytics.my.webex.com/munilytics.my/j.php?MTID=m96c203ccdaa9f722276e763c3dea54ce>**

MINUTES

1. **Call To Order.** The meeting was called to order at 6:40 p.m. The virtual URL was active at this time but with sound issues owing to the building's interference and lack of internet wifi.
1. **Roll Call.** In attendance were Chair Dominick Madeo, Vice-Chair James Roach, Supervisor Tom Pacchioli, and Supervisor Carlos Benhamu. Supervisor Annette Buckley was absent. Also in attendance was District Manager Christopher Wallace.
- 2.
3. **Approval of Minutes**
 - a. **June 21, 2022, Regular Meeting.** Vice Chair Roach moved to approve the minutes without changes and Supervisor Pacchioli seconded the motion. In a voice vote, the minutes were unanimously approved. **(Minutes approved 4-0).**

Public Hearing Items

4. **RESOLUTION 2022-3. A RESOLUTION OF THE BOARD OF SUPERVISORS OF BELMONT LAKES COMMUNITY DEVELOPMENT DISTRICT ADOPTING THE BUDGET FOR FISCAL YEAR 2022-2023.** Vice Chair Roach moved to approve the budget. Supervisor Pacchioli seconded the motion. The Board discussed various line items and issues and noted that with debt service being reduced, landscaping replacement and other items would be able to be addressed without needing to raise the assessment. Various contracts were discussed. Mr. Wallace noted that the pressure cleaning and lake maintenance contracts had been increased due to inflationary factors noted by the two vendors. Mr. Wallace also noted that drainage had been added after the last Board meeting and public comments. After Board discussion, the public hearing was opened up to those in attendance. Two residents had questions on the debt service assessment and other issues which were addressed by the Board and Manager. After in-person comments were addressed, the virtual participants were asked if they had any comments or questions. Owing to the poor internet connection and the apparent poor audio quality being received by persons connected virtually, residents participating remotely were asked to text or call Board members directly. There were no further questions and the public hearing for this item was closed. The Board then voted unanimously to approve the budget as proposed at this meeting. **(Resolution adopted. 4-0).**
5. **RESOLUTION 2022-4. 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 2022-2023. Chair Madeo moved to approve the Resolution and Supervisor Benhamu seconded the motion. The Board noted that the assessment was the same as the current year and that the budget and the assessments for the budget were more or less the same thing. After the brief Board discussion, the public hearing was opened first to those present, who had no questions or comments. A virtual participant wanted to know what the additional assessment was for and the Board clarified that this was not an additional assessment, but the amount they had been paying for the regular maintenance. There were no further questions or comments and the public hearing item was closed. The Board then unanimously agreed to adopted the Resolution. **(Resolution adopted 4-0).**

6. Staff Reports

- a. **July 31, 2022, Financials.** There were no questions or comments.
- b. **Next Meeting Date.** The Board debated whether or not to advertise annual meeting dates but concluded that this confused people more often than not before deciding that an annual notice would not be a good idea. The next meeting date would be determined by management polling Board members as to their availability after a contract had been concluded with the new landscape company. Chair Madeo brought up that a Supervisor had complained that they did not get a notice of the current meeting. Mr. Wallace noted that they had not been at the prior meeting when the date was set, that the prior meeting's minutes, which indicated the date of the meeting, were posted two days after the meeting and that the agenda, as amended, for the current meeting was sent to all Board members at the same time. The current agenda had been posted a few days before the meeting on the Board's website, as per the Board's instruction. The Board was asked if the current practice should be changed and the Board felt it was fine.

7. Other Business.

- a. **Roadway repairs.** Mr. Wallace noted that after the last Board meeting where he had been instructed to evaluate roadway repairs brought up by a resident, he had met with a couple of road contractors and had gotten a couple of quotes and that other vendors had not shown up for scheduled appointments. He felt the best proposal for sawcutting and removing root damaged roadway was for about \$2,600. The Board asked that the contractor paint the areas that are to be repaired so the Board could make sure that all areas were being repaired. Ownership of the roadway was discussed by the Board.
- b. **Dead Tree Removal.** Mr. Wallace noted that the tree in the conservation easement would cost about \$2,100 to remove as no equipment could be taken into the easement and it would have to be scaled and cut down in sections. The Board asked for another quote for removal and then to proceed.
- c. **Rooster Update.** Mr. Wallace noted that he had contacted the Town of Davie regarding the feral roosters and that they would not be addressing the problem, which apparently is Town-wide. The Town advised that the residents could remove or destroy the birds on their property. The Board determined that it was a CDD issue but agreed that it was a nuisance.

Belmont Lakes Community Development District Budget and Regular Meeting
July 21, 2022
6:30 p.m.
Shenandoah Park Community Room
14452 Shenandoah Parkway, Davie, Florida

MINUTES

2. **Call To Order.** The meeting was called to order at 6:35pm.
3. **Roll Call.** In attendance were Chair Dominick Madeo, Vice-Chair James Roach, and Supervisor Tom Pacchioli. Supervisor Carlos Benhamu arrived after Agenda Item 3 and Supervisor Annette Buckley was absent. Also in attendance was District Manager Christopher Wallace.
4. **Approval of Minutes**
 - a. **February 17, 2022, Regular Meeting.** Chair Madeo moved to approve the minutes and Supervisor Pacchioli seconded the motion. In a voice vote, the minutes were approved. **(Minutes Approved, 3-0)**
 - b. **April 21, 2022, Regular Meeting.** Chair Madeo moved to approve the minutes and Vice-Chair Roach seconded the motion. In a voice vote, the minutes were approved. **(Minutes approved, 3-0)**
5. **RESOLUTION 2022-1. 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, 2022.** Mr. Wallace noted that Florida Statutes require the District to annually determine, through the Supervisor of Elections office, the number of registered voters in the District. Once the number of voters reaches 250 or more, the District would be required to transition from a landowner's election method to one that provided for elections by registered voters located within the District. The Supervisor of Elections confirmed that there were 115 registered voters in the District. Chair Madeo moved to adopt the Resolution and Supervisor Pacchioli seconded the motion. In a voice vote, the Resolution was adopted. **(Resolution adopted, 4-0)**
6. **RESOLUTION 2021-2. A RESOLUTION OF THE BOARD OF SUPERVISORS OF BELMONT LAKES COMMUNITY DEVELOPMENT DISTRICT ADOPTING A PROPOSED BUDGET FOR FISCAL YEAR 2021-2022 AND SETTING A DATE, PLACE, AND TIME FOR A PUBLIC HEARING ON THE PROPOSED BUDGET.** The Board discussed the Manager's proposed budget and did not make any changes. Meeting dates were discussed and the Board set the Budget Meeting for August 18, 2022, at 6:30 p.m., at the Shenandoah Meeting Room. The Board approved the meeting to be a hybrid meeting so long as at least three Board members were in physical attendance. Chair Madeo moved to adopt the Resolution with the meeting date and time stipulations.

Supervisor Benhamu seconded the motion and in a voice vote, the Resolution was adopted. **(Resolution adopted, 4-0)**

7. **Landscape Maintenance Proposals.** The Manager discussed how at the last Board meeting the Board had directed that the two remaining landscape maintenance companies in the bidding process give the District their final and best offer and that those offers be based upon the original bid but with 32 scheduled cuts. The offers were to be submitted in a sealed envelope and to be opened at the next Board meeting. Mr. Wallace had the sealed offers. Discussion ensued and the offer envelopes were opened. Brightview offered an annual price of \$77,020. BML Landscape and Property Maintenance, LLC (“BML”), offered an annual price of \$76,780 and was the apparent low bidder. However, Mr. Wallace noted that BML’s pricing sheet was a bit confusing regarding the annuals and unit pricing to total price and that it would need to be confirmed with the vendor. Also, Mr. Wallace would need to visit their yard to verify equipment. Supervisor Pacchioli moved to accept BML as the apparent lowest and final offer, subject to pricing confirmation and equipment review. Chair Madeo seconded the motion and in a voice vote, the offer from BML was accepted, subject to the stated conditions. **(Landscape maintenance offer from BML accepted, 4-0).**

8. **Staff Reports**
 - a. **June 30, 2022, Financials.** There were no comments on the Financials.

 - b. **Next Meeting Date.** The Board decided to have the next regular meeting on the same date and time as the Budget meeting. **The next meeting date was set for August 18, 2022, at 6:30pm, at the Shenandoah Meeting Room.**

9. **Other Business.**
 - a. **Hybrid Meetings.** After some discussion regarding the experiences in the past and some of the challenges of a meeting, the Board decided to bring back Hybrid Meetings beginning at the next meeting date.

 - b. **Pavement Erosion.** The Board noted that areas of minor pavement erosion had occurred throughout the community and that repairs would be undertaken soon.

10. **Audience Comments.**
 - a. **Drainage Issues.** The Board and residents present discussed drainage issues and how some property owners had raised their driveways and, in the process, had dammed the swale area, preventing flow to catch basins and how this caused localized ponding or flooding. Catch basins and lines were discussed. Mr. Wallace noted how the system was evaluated a few years ago and the system was in good working order at that time. Mr. Wallace noted that other than the swale area/driveway concern, the engineer found the system to be operating as designed. He did note that the swales at some point would need to be sculpted back to their original design but that the driveways that had been changed would always present an issue. A resident noted that the catch basin in their back yard was not discharging.

It was discussed in the meeting and spoken to the audience, that the landscaping on 14st and Shotgun Road is being revised by the city for further approval and development.

It was also discussed and approved that the circle after the entrance of the community will be improved and beautified to improve the appearance and first impression of the community.

It was also discussed that once the bond will be paid for, the board will propose that the money be used for improvements and betterment of the community, including but not limited to landscaping of 14 st and shotgun and other items.

11. Supervisor's Comments.

- a. Supervisor Buckley: Brightview Issue.** Supervisor Buckley was not present for the meeting.
- b.** There were no other Supervisor comments.

12. Adjournment. There being no further business, Chair Madeo moved to adjourn the meeting and Supervisor Pacchioli seconded. In a voice vote the motion was approved and meeting adjourned at 8:00 p.m. **(Meeting adjourned at 8:00 p.m.)**

RESOLUTION 2022-1

**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, 2022**

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, 2022, is hereby determined to be 115, 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 21st DAY OF JULY 2022.

Attest:

Dominick Madeo, Chair

Christopher Wallace, Secretary

Resolution 2022-2

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF
BELMONT LAKES COMMUNITY DEVELOPMENT DISTRICT
ADOPTING A PROPOSED BUDGET FOR FISCAL YEAR 2021-
2022 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 FY2023 operating budget to the Board of Supervisors to be considered; and

WHEREAS, the Board of Supervisors has considered the proposed FY2023 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 FY2022-2023 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 August 18, 2022, at 6:30 p.m. at the Shenandoah Park Meeting Room.

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

PASSED AND ADOPTED THIS 21st DAY OF JULY 2022.

Attest:

Dominick Madeo, Chair

Christopher Wallace, Secretary

Belmont Lakes Community Development District			
Adopted Budget			
Fiscal Year 2023			
Revenues:		FY22 Adopted	FY23 Recommended
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	500.00	500.00
369.401	Interest Income	200.00	200.00
	Total Revenue	219,245.29	219,245.29
Expenditures:			
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	4,750.00
512.355	Meeting Room and Misc.	100.00	150.00
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	4,574.00
517.100	Debt Service- Principal	41,145.00	20,573.00
517.200	Debt Service - Interest	1,999.18	404.00
530.410	Telephone/Cable	1,740.00	1,416.00
530.431	Electric	7,238.11	7,283.00
530.450	Insurance	7,400.00	8,800.00
530.461	Cleaning Guardhouse	450.00	250.00
530.462	Irrigation Maintenance	1,200.00	1,000.00
530.463	Lake Maintenance	3,588.00	3,862.00
530.464	Landscaping	81,502.00	77,980.00
530.496	Landscaping Replacement	12,035.00	30,902.00
530.465	Holiday Lights	3,500.00	3,500.00
530.466	Maintance, Gate and Guardhouse	3,500.00	1,500.00
530.467	Gate Repairs	-	1,667.00
530.491	Street Cleaning	-	-
530.492	Lights-Entry Gates and Guardhouse	250.00	250.00
530.497	Virtual Guard Monitoring Service	22,063.00	22,065.00
530.511	Bank Fee	75.00	75.00
530.702	Street Maintenance and Repairs	500.00	500.00
530.744	Stormwater Maintenance	-	5,000.00
530.745	Pressure Cleaning	4,000.00	4,469.00
590.000	Contingency/Operating Reserve	635.00	1,000.29
	Total Expenditures	219,245.29	219,245.29

Resolution 2022-3

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF
BELMONT LAKES COMMUNITY DEVELOPMENT
DISTRICT ADOPTING THE BUDGET FOR FISCAL YEAR
2022-2023.**

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

WHEREAS, the District has 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 FY2023 operating budget:

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

Section 1. The FY2022-2023 budget (Exhibit “A”) is hereby adopted.

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

PASSED AND ADOPTED THIS 18th DAY OF AUGUST 2022.

Attest:

Chair Dominick Madeo

Secretary Christopher Wallace

Belmont Lakes Community Development District					
Adopted Budget					
Fiscal Year 2023					
Revenues:		FY22 Adopted	FY23 Recommended	Change	Comments
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	500.00	500.00	-	
369.401	Interest Income	200.00	200.00	-	
	Total Revenue	219,245.29	219,245.29	-	
Expenditures:					
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	4,750.00	-	
512.355	Meeting Room and Misc.	100.00	150.00	50.00	6 meetings
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	4,574.00	274.00	current fees
517.100	Debt Service- Principal	41,145.00	20,573.00	(20,572.00)	last payment
517.200	Debt Service - Interest	1,999.18	404.00	(1,595.18)	last payment
530.410	Telephone/Cable	1,740.00	1,416.00	(324.00)	current rates
530.431	Electric	7,238.11	7,283.00	44.89	rate increase
530.450	Insurance	7,400.00	8,800.00	1,400.00	current rate
530.461	Cleaning Guardhouse	450.00	250.00	(200.00)	
530.462	Irrigation Maintenance	1,200.00	1,000.00	(200.00)	non contract irrigation costs
530.463	Lake Maintenance	3,588.00	3,862.00	274.00	rate increase
530.464	Landscaping	81,502.00	77,980.00	(3,522.00)	estimated new contract amount
530.496	Landscaping Replacement	12,035.00	30,902.00	18,867.00	Town Required Code compliance
530.465	Holiday Lights	3,500.00	3,500.00	-	holiday lighting
530.466	Maintenance, Gate and Guardhouse	3,500.00	1,500.00	(2,000.00)	
530.467	Gate Repairs	-	1,667.00	1,667.00	repairs not covered by
530.491	Street Cleaning	-	-	-	
530.492	Lights-Entry Gates and Guardhouse	250.00	250.00	-	
530.497	Virtual Guard Monitoring Service	22,063.00	22,065.00	2.00	
530.511	Bank Fee	75.00	75.00	-	
530.702	Street Maintenance and Repairs	500.00	500.00	-	
530.744	Stormwater Maintenance	-	5,000.00	5,000.00	
530.745	Pressure Cleaning	4,000.00	4,469.00	469.00	rate increase
590.000	Contingency/Operating Reserve	635.00	1,000.29	365.29	
	Total Expenditures	219,245.29	219,245.29	0.00	
	Revenues Less Expenditures	(0.00)	(0.00)	(0.00)	
	Use Of Reserves			-	
	Net of Reserves			0	
	Gross Assessments	227,651.34	227,651.34	-	
	Less: Discounts Taken	(9,106.05)	(9,106.05)	(0.00)	
	Net Assessments	218,545.29	218,545.29	(0.00)	
	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 2022-4

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 2022-2023

WHEREAS, Belmont Lakes Community Development District has adopted a budget on August 18, 2022; 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 2022-2023 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 2022-2023 budget.

Section 2. Each parcel in the District is assessed \$5,420.27 for FY2022-2023.

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 18th DAY OF AUGUST 2022.

Attest:

Chair Dominick Madeo

Secretary Christopher Wallace



12555 Biscayne Blvd, North Miami, FL 33181
 Suite 863
 786 412 5037
 paulreyes1979@icloud.com
 We are licensed and insured.

Estimate

Reyes & Son Enterprises, Inc. D.B.A. Asphalt Pavement Specialist

For: Muni lyrics
 chrisw@munilytics.biz
 (954) 593-3023

Estimate No: 610
 Date: 07/29/2022

Description	Quantity	Rate	Amount
Job address Black Hawk Reserve 15190 SW 16th St, Weston, FL 33326 Asphalt removal of corroded asphalt Several locations throughout property Saw cut asphalt Ans remove roots Install new hot asphalt from asphalt plant Compact to a smooth finish	1	\$2,600.00	\$2,600.00
Payment Details		Subtotal	\$2,600.00
A 50% deposit of \$1,300.00 is required by 07/29/2022.		TAX 0%	\$0.00
		Total	\$2,600.00

Total \$2,600.00

Deposit due 07/29/2022 \$1,300.00

Comments

- No permit included in estimate.
- 50 deposit percent required before commencement in order to procure material. Remaining balance to be paid upon comple