

AGENDA
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

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

AGENDA

- 1. Call To Order.**
- 2. Roll Call.**
- 3. Approval of Minutes**
 - a. March 25, 2021 Landowner's Meeting**
 - b. May 13, 2021 Regular Meeting**
- 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.
- 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**
- 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**
- 7. Staff Reports**
 - a. July 31, 2021, Financials**
 - b. Reminder to File Financial Disclosure Forms**
- 8. Other Business.**
- 9. Audience Comments.**
- 10. Supervisor's Comments.**
- 11. Adjournment.**

Belmont Lakes Community Development District
Board of Supervisors Landowners Meeting
March 25, 2021
6:30 p.m.
Tennis Court Area of Blackhawk Reserve
Davie, Florida

Minutes

1. **Call To Order.** The meeting was called to order at 6:30p.m.
2. **Selection of Meeting Chair.** Christopher Wallace, District Manager, was selected as meeting chair.
4. **Nominations From Floor of Supervisors for 3 vacant seats.** The following individuals, having been apprised that they must be both a United States citizen and a legal resident of the State of Florida, were nominated for election to a Board of Supervisor seat: Carlos Benhamu, Joesph Capuozzo, Bonnie Harper, Annette Buckley, and Amanda Pather.
4. **Election of Supervisors, 3 vacant seats.** Mr. Wallace collected the ballots and any proxies and tentatively identified the correctness of each. Mr. Wallace tallied the ballots and initialed each as they were counted. Mr. Wallace announced that the ballots could be reviewed by anyone as early as the next day in the District's office. Having tallied each vote, the highest votes went to Annette Buckley (29), Carlos Benhamu (22), and Bonnie Harper (22). Each was elected subject to taking the Oath of Office. Ms. Buckley's term will be for 4 years. Owing to a tie between Mr. Benhamu and Ms. Harper, the tie will be broken by coin toss at the next meeting unless one or the other cedes the term of office.
5. **Adjournment.** The meeting was adjourned at about 7:15pm.

**Belmont Lakes Community Development District
Rescheduled Regular Meeting
May 13, 2021
6:30 p.m.
Gazebo in Blackhawk Preserve, 15192 SW 15th Place, Davie, Florida**

Minutes

1. **Call To Order.** The meeting was called to order at 6:36 p.m.
2. **Roll Call.** Present were Chair Dominick Madeo, Vice-Chair James Roach, Supervisors Bonnie Harper, Annette Buckley, and Carlos Benhamu.
3. **Appointment of Officers.**
 - a. **Chair.** Dominick Madeo was appointed Chair. In a voice vote with Dominick Madeo, James Roach, and Carlos Benhamu voting in favor and Bonnie Harper and Annette Buckley voting against. **(Madeo appointed Chair, 3-2)**
 - b. **Vice Chair.** James Roach was appointed Vice Chair. In a voice vote with Dominick Madeo, James Roach, and Carlos Benhamu voting in favor and Bonnie Harper and Annette Buckley voting against. **(Roach appointed Vice Chair, 3-2)**
 - c. **Treasurer.** Carlos Benhamu was appointed Treasurer. In a voice vote with Dominick Madeo, James Roach, and Carlos Benhamu voting in favor and Bonnie Harper and Annette Buckley voting against. **(Benhamu appointed Treasurer, 3-2)**
 - d. **Secretary.** Christopher Wallace appointed Secretary. In a voice vote with Dominick Madeo, James Roach, and Carlos Benhamu voting in favor and Bonnie Harper and Annette Buckley voting against. **(Wallace appointed Secretary, 3-2)**
 - e. **Assistant Secretaries.** Annette Buckley and Bonnie Harper were appointed Assistant Secretaries. In a unanimous vote, Buckley and Harper were appointed assistant Secretaries. **(Buckley and Harper appointed Assistant Secretaries, 5-0).**
4. **RESOLUTION 2021-1. 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, 2021.** Supervisor Buckley moved to approved the resolution and Vice Chair Roach seconded the motion. In a voice vote, the resolution was unanimously adopted. **(Resolution adopted, 5-0).**
5. **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 various items in the budget and tentatively approved the budget for publication, with the request that landscaping costs be broken out into landscaping and fertilization/pest control. The Board asked Chair Madeo to meet with Brightview to go over some items and to see if they could reduce their costs. The Board decided that the public hearing on the budget and assessment would be on or about August 5, 2021, at 6:30, at the Shenandoah Community Center. If no rooms were available there or at the fire station, then we would have the meeting at the Gazebo. Chair Madeo moved to approve the resolution with the date, place, and time as noted. Supervisor Buckley seconded the motion, and in a voice vote, the resolution was unanimously adopted. **(Resolution adopted 5-0).**
6. **OLD BUSINESS.**

7. **Staff Reports**
 - a. **Audit Status.** Mr. Wallace noted that the information was provided to the auditing firm in December but that they have not yet begun the audit.
 - b. **FEMA Hurricane Irma Status.** Mr. Wallace noted that FEMA had again denied their appeal for the second time because of the lack of public access into the community.
 - c. **Financial Report.** Mr. Wallace noted that the financials were included in the agenda and that the District was on track to finish the year as budgeted.
8. **Audience Comments.** There were no audience comments.
9. **Supervisor's Comments.**
 - a. **Bonnie Harper, New Bids.** Supervisor Harper noted that she believed bidding out landscaping and the District Manager's contract would save money. Mr. Wallace would distribute Ms. Harper's information before the next Board meeting.
 - b. **Regularly Scheduled Meetings.** The Board agreed that it would have standing meetings advertised for each first Thursday of the month, beginning with September. The Manager was directed to have an advertisement placed so noting.
 - c. **Sidewalks.** Discussion was held on the perimeter sidewalks for the community and the repairs needed to those sidewalks and whether they were the responsibility of the Town, the District, or the property owners.
 - d. **Election Update.** A question arose as to the terms of office after recent elections. Mr. Wallace noted that he thought he had understood the concerns but, owing to the lack of legal counsel, suggested he contact an attorney who might not charge for the advice.
 - e. **Board Members and Sunshine Laws.** Mr. Wallace reminded Board members that their annual financial disclosure forms for 2020 were due by July 1st. He also reminded the Board that they should never discuss items with one another or through other parties regarding matters that might come before the Board for discussion or action
10. **Adjournment.** There being no further business, the meeting was adjourned at 8:08pm.

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

Belmont Lakes Community Development District			
Adopted Budget			
Fiscal Year 2022			
Revenues:		FY20 Adopted	FY21 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	500.33	500.00
369.401	Interest Income	200.00	200.00
	Total Revenue	219,245.62	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	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	Maintenance, 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
	Total Expenditures	219,245.62	219,245.29
	Revenues Less Expenditures	(0.00)	0.00
	Use Of Reserves		
	Net of Reserves		
	Gross Assessments	227,651.34	227,651.34
	Less: Discounts Taken	(9,106.05)	(9,106.05)
	Net Assessments	218,545.29	218,545.29
	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

Secretary Christopher Wallace

08/02/21

Belmont Lakes CDD
Balance Sheet Standard
As of July 31, 2021

	<u>Jul 31, '21</u>
ASSETS	
Current Assets	
Checking/Savings	
101.300 — BLCDD Valley Bank (Bank Ac...	<u>104,956.65</u>
Total Checking/Savings	<u>104,956.65</u>
Total Current Assets	<u>104,956.65</u>
TOTAL ASSETS	<u><u>104,956.65</u></u>
LIABILITIES & EQUITY	
Equity	
271.020 — Retained Earnings	37,963.03
Net Income	<u>66,993.62</u>
Total Equity	<u>104,956.65</u>
TOTAL LIABILITIES & EQUITY	<u><u>104,956.65</u></u>

08/02/21

Belmont Lakes CDD

Profit and Loss Standard

October 2020 through July 2021

Oct '20 - Jul '...

Ordinary Income/Expense	
Income	
363.100 — Admin & Maintenance Assessments	202,179.65
369.400 — Other Income	425.00
369.401 — Interest Income	3.02
	<hr/>
Total Income	202,607.67
Expense	
530.467 — Gate Damage Repairs (Gate Damage Repairsq)	2,791.29
530.497 — Virtual Guard Monitoring Serv (Monthly Monitoring S...	15,229.00
511.513 — Postage	37.94
512.000 — Administration - Other	124.56
512.121 — Management Fees-Admin (Management Fees-Admin)	12,916.70
512.315 — Legal Advertising	215.50
512.355 — Meeting Room and Misc (Meeting Room and Misc.)	125.00
512.356 — Miscellaneous Maintenance	522.98
512.654 — Dues, Licenses & Subscriptions	175.00
513.000 — Prop Appr & Tax Collector Fees	4,443.59
517.100 — Principal Payments on Bonds	18,121.06
517.200 — Interest Payments on Bonds	2,451.53
530.410 — Telephone (Telephone)	1,006.76
530.431 — Electric (Electric)	3,161.04
530.450 — Insurance	8,225.00
530.463 — Lake Maintenance	2,484.00
530.464 — Landscaping	57,137.95
530.465 — Holiday Lights (Holiday Lights)	3,355.90
530.511 — Bank Fee	9.25
530.745 — Pressure Cleaning	3,080.00
	<hr/>
Total Expense	135,614.05
	<hr/>
Net Ordinary Income	66,993.62
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Net Income	<u><u>66,993.62</u></u>

Belmont Lakes CDD
Checks Issued
October 2020 through July 2021

Date	Check Number	Name	Memo	Debit	Credit
10/01/20	3638	Comcast			109.64
10/01/20	3639	Envera			1,733.00
10/02/20	3640	Florida Municipal Insurance Trust			2,056.25
10/02/20	3641	Munilytics			1,293.87
10/05/20	3642	Stay Clean System of America, Inc			250.00
10/13/20	EFT	FPL			18.88
10/13/20	EFT	FPL			45.31
10/13/20	EFT	FPL			80.67
10/14/20	3643	ASAP Gate Plus			172.00
10/19/20	3644	Florida Dep. of Economic Opportunity			175.00
10/19/20	3645	Envera			1,733.00
10/19/20	3647	TruGreen Chemlawn			969.95
10/19/20	3648	Diamond Dolphin Aquatic			828.00
10/20/20	3649	ASAP Gate Plus			195.80
10/23/20	3650	ArborScape America			700.00
10/30/20	3651	BrightView			5,491.96
11/02/20	3652	TruGreen Chemlawn			2,577.31
11/02/20	3653	Comcast			109.64
11/02/20	3654	Diamond Dolphin Aquatic			276.00
11/03/20	EFT	FPL			389.96
11/05/20	3655	JMHoliday Lighting Inc.			1,531.80
11/06/20	3656	Munilytics			1,300.47
11/10/20	EFT	FPL			18.21
11/10/20	EFT	FPL			34.65
11/10/20	EFT	FPL			74.19
11/12/20	3657	Envera			1,733.00
11/12/20	3658	BrightView			5,491.96
11/24/20	3659	ArborScape America			400.00
12/01/20	3660	ASAP Gate Plus			372.00
12/01/20	EFT	FPL			389.96
12/02/20	3661	Diamond Dolphin Aquatic			276.00
12/04/20	3662	Comcast			109.64
12/08/20	3663	Florida Municipal Insurance Trust			2,056.25
12/14/20	3664	JMHoliday Lighting Inc.			1,824.10
12/14/20	3665	Envera			1,733.00
12/14/20	3666	ASAP Gate Plus			86.00

12/17/20		3667 ASAP Gate Plus	86.00
12/18/20	EFT	FPL	18.30
12/18/20	EFT	FPL	19.44
12/18/20	EFT	FPL	73.43
12/23/20		3668 Michael Prince	493.00
12/29/20		3669 Comcast	109.64
12/29/20		3670 Munitytics	2,588.84
12/29/20	EFT	FPL	389.96
01/05/21		3671 Envera	93.00
01/05/21		3672 Stay Clean System of America, Inc	1,235.00
01/05/21		3673 Broward Property Appraiser	400.00
01/07/21		3674 Stay Clean System of America, Inc	250.00
01/08/21		3675 BrightView	5,491.96
01/11/21	EFT	FPL	19.54
01/11/21	EFT	FPL	42.15
01/11/21	EFT	FPL	92.73
01/14/21		3676 Envera	1,733.00
01/19/21		3677 BrightView	5,491.96
01/19/21		3678 TruGreen Chemlawn	969.95
01/22/21		3679 TruGreen Chemlawn	997.67
01/29/21		3680 TruGreen Chemlawn	803.68
01/29/21		3681 Comcast	109.64
02/02/21		3682 BrightView	5,491.96
02/02/21		3683 Diamond Dolphin Aquatic	276.00
02/02/21	EFT	FPL	393.05
02/04/21		3684 Munitytics	1,327.70
02/09/21	EFT	FPL	18.78
02/09/21	EFT	FPL	43.75
02/09/21	EFT	FPL	85.77
02/10/21		3685 ASAP Gate Plus	442.29
02/16/21		3686 Envera	1,733.00
02/22/21		3687 ASAP Gate Plus	195.00
02/22/21		3688 SunTrust Bank	20,572.59
02/25/21		3689 ASAP Gate Plus	155.00
03/01/21		3690 Munitytics	1,294.97
03/02/21		3691 Diamond Dolphin Aquatic	276.00
03/02/21		3692 Comcast	109.64
03/02/21		3693 BrightView	5,656.71
03/03/21	EFT	FPL	393.05
03/05/21		3694 Florida Municipal Insurance Trust	2,056.25
03/09/21	EFT	FPL	18.59
03/09/21	EFT	FPL	39.84

03/09/21	EFT	FPL		68.15
03/10/21		3695 Envera		1,733.00
03/12/21		3696 TruGreen Chemlawn		969.95
03/12/21		3697 ASAP Gate Plus		177.00
03/26/21		3698 TruGreen Chemlawn		803.68
03/30/21	EFT	FPL		392.68
03/31/21		3699 Comcast		109.64
03/31/21		3700 Munitytics		1,303.76
04/01/21		3701 Diamond Dolphin Aquatic		276.00
04/16/21		3702 Envera		1,733.00
04/16/21		3703 Sun Sentinel		143.00
04/16/21		Stay Clean System of America, Inc	VOID:	0.00
04/16/21		3704 Stay Clean System of America, Inc		1,095.00
04/19/21		3705 Diamond Dolphin Aquatic		276.00
04/19/21		3706 ASAP Gate Plus		266.00
05/12/21		3707 ASAP Gate Plus	VOID:	0.00
05/12/21		3708 BrightView	VOID:	0.00
05/12/21		3709 Comcast	VOID:	0.00
05/12/21		3710 Diamond Dolphin Aquatic	VOID:	0.00
05/12/21		3711 Envera	VOID:	0.00
05/12/21		3712 Munitytics	VOID:	0.00
05/12/21		3713 TruGreen Chemlawn	VOID:	0.00
05/27/21		ASAP Gate Plus		172.00
05/27/21		BrightView		16,438.13
05/27/21		Comcast		109.64
05/27/21		Diamond Dolphin Aquatic		276.00
05/27/21		Envera		1,733.00
05/27/21		Munitytics		2,707.90
05/27/21		Sun Sentinel		72.50
05/27/21		TruGreen Chemlawn		1,773.63
07/02/21		3724 ASAP Gate Plus	VOID:	0.00
07/02/21		3725 Comcast		239.28
07/02/21		3726 Diamond Dolphin Aquatic		276.00
07/02/21		3727 Envera		1,272.00
07/02/21		3728 Florida Municipal Insurance Trust		2,056.25
07/02/21		3729 Stay Clean System of America, Inc		250.00
07/07/21		ASAP Gate Plus	VOID:	0.00
07/07/21		BrightView		5,656.71
07/07/21		Munitytics		1,291.67
07/21/21		3733 Town of Davie		25.00
07/26/21		ASAP Gate Plus		668.00
07/26/21		3735 Town of Davie		100.00