

BELMONT II COMMUNITY DEVELOPMENT DISTRICT

District Office – Tampa, Florida (813) 933-5571
Mailing Address – 3434 Colwell Avenue Suite 200, Tampa, Florida 33614
www.belmont2cdd.org

December 11, 2023

**Board of Supervisors
Belmont II Community
Development District**

AGENDA

Dear Board Members:

The meeting of the Board of Supervisors of the Belmont II Community Development District will be held on **Tuesday, December 19, 2023 at 9:30 a.m. at the Offices of Lennar Homes, 4301 W Boy Scout Blvd., Suite 600, Tampa FL 33607**. The following is the tentative agenda for this meeting:

- 1. CALL TO ORDER**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ITEMS**
 - A. Consideration of Landscape Proposals..... Tab 1
 - B. Update on Interlocal Agreement Expansion Payment..... Tab 2
 - C. Consideration of Resolution 2024-01;
Designating Officers Tab 3
 - D. Consideration of Resolution 2024-02;
General Election Notice..... Tab 4
 - E. Consideration of FY 2022/2023 Interlocal True-Up Tab 5
 - F. Outstanding Interlocal Invoices from
Belmont II CDD to Belmont CDD..... Tab 6
- 4. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors
Regular Meeting held on October 17, 2023 Tab 7
 - B. Consideration of Operation & Maintenance
Expenditures for September & October 2023 Tab 8
 - C. Ratification of Construction Requisition..... Tab 9
- 5. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. Landscape and Irrigation Report..... Tab 10
 - D. Aquatic Report Tab 11
 - E. District Manager Tab 12
 - i. Presentation of Website Compliance Report..... Tab 13
 - ii. HOA Request – Add Signs to CDD Property..... Tab 14

6. SUPERVISOR REQUESTS
7. ADJOURNMENT

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 933-5571.

Sincerely,

Debby Wallace

Debby Wallace
Regional District Manager

Tab 3

RESOLUTION 2024-01

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF BELMONT II
COMMUNITY DEVELOPMENT DISTRICT REDESIGNATING THE
OFFICERS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE
DATE**

WHEREAS, Belmont II Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Hillsborough County, Florida; and

WHEREAS, the Board of Supervisors of the District desires to designate the Officers of the District.

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

Section 1. Kelly Evans is appointed Chairman.

Section 2. Lori Campagna is appointed Vice Chairman.

Section 3. Ben Gainer is appointed Assistant Secretary.
Clement Hill s appointed Assistant Secretary.
Grady Miars is appointed Assistant Secretary.
Debby Wallace is appointed Assistant Secretary.
Matthew Huber is appointed Assistant Secretary.
Shawn Wildermuth is appointed Assistant Treasurer.
Scott Brizendine is appointed Treasurer.

Section 4. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____ 2023.

**BELMONT II COMMUNITY
DEVELOPMENT DISTRICT**

CHAIRMAN/VICE CHAIRMAN

ATTEST:

SECRETARY/ASST. SECRETARY

Tab 4

RESOLUTION 2024-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BELMONT II COMMUNITY DEVELOPMENT DISTRICT IMPLEMENTING SECTION 190.006(3), *FLORIDA STATUTES*, AND REQUESTING THAT THE HILLSBOROUGH COUNTY SUPERVISOR OF ELECTIONS BEGIN CONDUCTING THE DISTRICT'S GENERAL ELECTIONS; PROVIDING FOR COMPENSATION; SETTING FORTH THE TERMS OF OFFICE; AUTHORIZING NOTICE OF THE QUALIFYING PERIOD; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the Belmont II Community Development District ("**District**") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Hillsborough County, Florida; and

WHEREAS, the Board of Supervisors of the District ("**Board**") seeks to implement Section 190.006(3), *Florida Statutes*, and to instruct the Hillsborough County Supervisor of Elections ("**Supervisor**") to conduct the District's elections by the qualified electors of the District at the general election ("**General Election**").

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

1. **GENERAL ELECTION SEATS.** Seat 4, currently held by Lori Campagna, and Seat 5, currently held by Ben Gainer, are scheduled for the General Election beginning in November 2024. The District Manager is hereby authorized to notify the Supervisor of Elections as to what seats are subject to General Election for the current election year, and for each subsequent election year.

2. **QUALIFICATION PROCESS.** For each General Election, all candidates shall qualify for individual seats in accordance with Section 99.061, *Florida Statutes*, and must also be a qualified elector of the District. A qualified elector is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the Hillsborough County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, *Florida Statutes*.

3. **COMPENSATION.** Members of the Board receive \$200 per meeting for their attendance and no Board member shall receive more than \$4,800 per year.

4. **TERM OF OFFICE.** The term of office for the individuals to be elected to the Board in the General Election is four years. The newly elected Board members shall assume office on the second Tuesday following the election.

5. **REQUEST TO SUPERVISOR OF ELECTIONS.** The District hereby requests the Supervisor to conduct the District's General Election in November 2024, and for each subsequent General Election unless otherwise directed by the District's Manager. The District understands that it will be responsible to pay for its proportionate share of the General Election cost and agrees to pay same within a reasonable time after receipt of an invoice from the Supervisor.

6. **PUBLICATION.** The District Manager is directed to publish a notice of the qualifying period for each General Election, in a form substantially similar to **Exhibit A** attached hereto.

7. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

8. **EFFECTIVE DATE.** This Resolution shall become effective upon its passage.

PASSED AND ADOPTED this ____ day of _____, 2023.

**BELMONT II COMMUNITY DEVELOPMENT
DISTRICT**

CHAIRPERSON / VICE CHAIRPERSON

ATTEST:

SECRETARY / ASSISTANT SECRETARY

EXHIBIT A

NOTICE OF QUALIFYING PERIOD FOR CANDIDATES FOR THE BOARD OF SUPERVISORS OF THE BELMONT II COMMUNITY DEVELOPMENT DISTRICT

Notice is hereby given that the qualifying period for candidates for the office of Supervisor of the Belmont II Community Development District ("District") will commence at noon on June 10, 2024, and close at noon on June 14, 2024. Candidates must qualify for the office of Supervisor with the Hillsborough County Supervisor of Elections located at 601 East Kennedy Boulevard, 16th Floor, Tampa, Florida 33602; Ph: (813) 272-5850. All candidates shall qualify for individual seats in accordance with Section 99.061, *Florida Statutes*, and must also be a "qualified elector" of the District, as defined in Section 190.003, *Florida Statutes*. A "qualified elector" is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the Hillsborough County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, *Florida Statutes*.

The Belmont II Community Development District has two (2) seats up for election, specifically seats 4 and 5. Each seat carries a four-year term of office. Elections are nonpartisan and will be held at the same time as the general election on November 5, 2024, and in the manner prescribed by law for general elections.

For additional information, please contact the Hillsborough County Supervisor of Elections.

Publish on or before _____, 2024.

Tab 7

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

**BELMONT II
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Belmont II Community Development District was held on **Tuesday, October 17, 2023, at 9:38 a.m.** at the offices of Lennar Homes, 4301 W. Boy Scout Road Suite 600, Tampa, FL 33607.

Present and constituting a quorum were:

| | |
|---------------|--|
| Kelly Evans | Board Supervisor; Chair |
| Lori Campagna | Board Supervisor; Vice Chair |
| Clement Hill | Board Supervisor; Asst. Secretary |

Also present were:

| | |
|---------------|---|
| Debby Wallace | District Manager; Rizzetta & Company, Inc. |
| Alyssa Wilson | District Counsel, Kutak Rock (via conf. call) |
| Shane Wumkes | Representative, Fieldstone Landscape Services |
| Liz Moore | Representative, Fieldstone Landscape Services |

| | |
|----------|-------------|
| Audience | None |
|----------|-------------|

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Ms. Wallace called the meeting to order and read roll call, confirming a quorum.

SECOND ORDER OF BUSINESS

Audience Comments

There were no audience members in attendance.

THIRD ORDER OF BUSINESS

**Ratification of Fiscal Year 2023-2024
Insurance Renewal**

On a Motion by Ms. Campagna, seconded by Mr. Hill, with all in favor, the Board of Supervisors ratified the EGIS Insurance Renewal for the Fiscal Year 2023-2024, for the Belmont II Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of Opening a Reserve
Account for Fiscal Year 2023-2024
Budgeted Reserves**

On a Motion by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Board of Supervisors approved the opening of a reserve account for Fiscal Year 2023-2024 at the same bank being used for the general fund, for the Belmont II Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of Minutes of Board of
Supervisors' Regular Meeting Held
September 19, 2023**

On a Motion by Mr. Hill, seconded by Ms. Evans, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on September 19, 2023, as presented, for the Belmont II Community Development District.

SIXTH ORDER OF BUSINESS

**Ratification of Construction
Requisitions**

On a Motion by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Board of Supervisors ratified the Construction Requisitions in the amount of \$225.00 from Heidt Design, for the Belmont II Community Development District.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

No report.

B. District Engineer

Not present.

C. Landscape & Irrigation Report

Mr. Wumkes updated the Board and introduced Liz Moore to the Board.

EIGHTH ORDER OF BUSINESS

**Ratification of Monument Plant Install
Proposal**

On a Motion by Ms. Campagna, seconded by Mr. Hill, with all in favor, the Board of Supervisors ratified the Monument Plant Installation Proposal, for the Belmont II Community Development District.

NINTH ORDER OF BUSINESS

**Ratification of Irrigation Repair
Proposal**

On a Motion by Ms. Campagna, seconded by Mr. Hill, with all in favor, the Board of Supervisors ratified the Irrigation Repair Proposal, for the Belmont II Community Development District.

TENTH ORDER OF BUSINESS

Staff Reports (Continued)

A. Aquatics Report

There were no comments on the report.

B. District Manager

Ms. Wallace advised the Board that the next regular meeting will be held on November 21, 2023, at 9:30 a.m. at the at the offices of Lennar Homes, 4301 W. Boy Scout Road Suite 600, Tampa, FL 33607

ELEVENTH ORDER OF BUSINESS

Supervisor Requests

Mr. Hill stated that he will not be attending the next meeting on November 21, 2023.

TWELFTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Evans, seconded by Mr. Hill, with all in favor, the Board of Supervisors adjourned the meeting at 9:55 a.m. for the Belmont II Community Development District.

Assistant Secretary

Chair / Vice Chair

Tab 8

BELMONT II COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · RIVERVIEW, FLORIDA · (813) 933-5571

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

Operation and Maintenance Expenditures September 2023 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from September 1, 2023 through September 30, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$170,883.10**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

BELMONT II COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

September 1, 2023 Through September 30, 2023

| Vendor Name | Check Number | Invoice Number | Invoice Description | Invoice Amount |
|----------------------------------|--------------|----------------|--|----------------|
| Belmont CDD | 100130 | IA2023-060123 | Interlocal Agreement (2022-2023) 06/23 | \$ 31,012.88 |
| Belmont CDD | 100142 | IA2023-070123 | Interlocal Agreement (2022-2023) 07/23 | \$ 31,012.88 |
| Belmont CDD | 100143 | IA2023-080123 | Interlocal Agreement (2022-2023) 08/23 | \$ 31,012.88 |
| Belmont CDD | 100143 | IA2023-090123 | Interlocal Agreement (2022-2023) 09/23 | \$ 31,012.88 |
| Benjamin D Gainer | 100131 | BG081523 | Board of Supervisor Meeting 08/15/23 | \$ 200.00 |
| Berger, Toombs, Elam, Gaines & F | 100132 | 363012 | Audit FYE 2022 | \$ 5,425.00 |
| Clement Eugene Hill | 100133 | CH081523 | Board of Supervisor Meeting 08/15/23 | \$ 200.00 |
| Fieldstone Landscape Services | 100134 | 20156 7/23 | Landscape Maintenance 07/23 | \$ 10,998.00 |
| Fieldstone Landscape Services | 100144 | 20365 | Landscape Maintenance 08/23 | \$ 10,998.00 |
| Fieldstone Landscape Services | 100144 | 20619 | Palm Tree Removal 08/23 | \$ 2,423.28 |
| Fieldstone Landscape Services | 100144 | 20620 | Oak Tree Replacement 08/23 | \$ 1,134.63 |
| Grady E. Miars | 100135 | GM081523 | Board of Supervisor Meeting 08/15/23 | \$ 200.00 |
| Heidt Design, LLC | 100136 | 48522 | Engineering Services 07/23 | \$ 290.00 |
| Kelly Evans | 100137 | KE081523 | Board of Supervisor Meeting 08/15/23 | \$ 200.00 |
| Kutak Rock, LLP | 100138 | 3264363 | Legal Services 07/23 | \$ 3,855.87 |
| Lori Campagna | 100139 | LC081523 | Board of Supervisor Meeting 08/15/23 | \$ 200.00 |

BELMONT II COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

September 1, 2023 Through September 30, 2023

| <u>Vendor Name</u> | <u>Check Number</u> | <u>Invoice Number</u> | <u>Invoice Description</u> | <u>Invoice Amount</u> |
|--------------------------|---------------------|-------------------------------|----------------------------------|-----------------------------|
| Rizzetta & Company, Inc. | 100141 | INV0000083174 | District Management Fees 09/23 | \$ 4,184.08 |
| Sitex Aquatics, LLC | 100140 | 7523 | Lake Maintenance 06/23 | \$ 2,960.00 |
| Sitex Aquatics, LLC | 100145 | 7660B-47 | Lake Maintenance 09/23 | \$ 1,510.00 |
| TECO | ACH | TECO Acct#221008591739 ACH | TECO Acct#221008591739 ACH 08/23 | <u>\$ 2,052.73</u> |
| Report Total | | | | <u>\$ 170,883.11</u> |

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BELMONT II COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · RIVERVIEW, FLORIDA · (813) 933-5571

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

Operation and Maintenance Expenditures October 2023 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from October 1, 2023 through October 31, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$57,990.44**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

BELMONT II COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

October 1, 2023 Through October 31, 2023

| Vendor Name | Check Number | Invoice Number | Invoice Description | Invoice Amount |
|-------------------------------|--------------|----------------------|---|----------------|
| Benjamin D Gainer | 100152 | BG091923 | Board of Supervisor Meeting 09/19/23 | \$ 200.00 |
| Clement Eugene Hill | 100153 | CH091923 | Board of Supervisor Meeting 09/19/23 | \$ 200.00 |
| Fieldstone Landscape Services | 100146 | 20689 | Landscape Maintenance 09/23 | \$ 10,998.00 |
| Fieldstone Landscape Services | 100154 | 20830 | Irrigation Repairs 09/23 | \$ 1,242.50 |
| Fieldstone Landscape Services | 100154 | 20924 | Irrigation Repairs 09/23 | \$ 343.22 |
| Fieldstone Tree Care, LLC | 100147 | 20690 | Monument Plant Install 09/23 | \$ 7,667.87 |
| Fieldstone Tree Care, LLC | 100147 | 20691 | Oak Tree Replacement 09/23 | \$ 1,480.33 |
| Fieldstone Tree Care, LLC | 100147 | 20692 | Oak Tree Replacement 09/23 | \$ 2,000.00 |
| Fieldstone Tree Care, LLC | 100155 | 20808 | Tree Work from Hurricane Idalia 09/23 | \$ 2,463.62 |
| Grady E. Miars | 100156 | GM091923 | Board of Supervisor Meeting 09/19/23 | \$ 200.00 |
| Heidt Design, LLC | 100148 | 48783 | Engineering Services 08/23 | \$ 225.00 |
| Hillsborough County BOCC | ACH | 4108294164 09/23 ACH | Comm Irrigation Meter 09/23 | \$ 1,691.28 |
| Hillsborough County BOCC | ACH | 4108294164 09/23 ACH | 9336 Channing Hill Dr. Comm Irrig Meter 09/23 | \$ 1,801.33 |
| Kelly Evans | 100157 | KE091923 | Board of Supervisor Meeting 09/19/23 | \$ 200.00 |
| Kutak Rock, LLP | 100149 | 3279462 | Legal Services 08/23 | \$ 679.30 |
| Lori Campagna | 100158 | LC091923 | Board of Supervisor Meeting 09/19/23 | \$ 200.00 |

BELMONT II COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

October 1, 2023 Through October 31, 2023

| Vendor Name | Check Number | Invoice Number | Invoice Description | Invoice Amount |
|--------------------------|--------------|--------------------|---|---------------------|
| Sitex Aquatics, LLC | 100150 | 7690B | Lake Maintenance 08/23 | \$ 1,510.00 |
| TECO | ACH | 221008591739 09/23 | 9743 Lemon Drop Loop, Unit 2F ACH 09/23 | \$ 2,052.73 |
| TECO | ACH | ACH | | |
| TECO | ACH | Teco Summary 08/23 | Electric Service 08/23 | \$ 10,853.04 |
| TECO | ACH | ACH | | |
| TECO | ACH | TECO Summary 09/23 | Electric Service 09/23 | \$ 11,132.72 |
| TECO | ACH | ACH | | |
| Times Publishing Company | 100151 | 304663 | Legal Advertising 09/23 | \$ 369.50 |
| Times Publishing Company | 100159 | 309459 | Legal Advertising 10/23 | \$ 480.00 |
| Report Total | | | | \$ 57,990.44 |