



Rizzetta & Company

Belmont II Community Development District

Board of Supervisors' Meeting February 20, 2024

**District Office:
5020 W. Linebaugh Avenue Suite 240
Tampa, FL 33624
813-933-5571**

BELMONT II COMMUNITY DEVELOPMENT DISTRICT

Lennar Homes, 4301 W Boy Scout Blvd., Suite 600 Tampa, FL 33607
www.belmont2cdd.org

Board of Supervisors	Kelly Evans	Chair
	Lori Campagna	Vice Chair
	Grady Miars	Assistant Secretary
	Ben Gainer	Assistant Secretary
	Clement Hill	Assistant Secretary
District Manager	Debby Wallace	Rizzetta & Company, Inc.
District Counsel	Lindsay Whelan	Kutak Rock LLP
District Engineer	Tim Plate	Heidt Design

All cellular phones must be placed on mute while in the meeting room.

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting / hearing / workshop by contacting the District Manager at (813) 933-5571. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

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

February 12, 2024

**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, February 20, 2024 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 agenda for this meeting:

- 1. CALL TO ORDER**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ITEMS**
 - A.** Consideration of Belmont CDD FY 22/23 Amended Interlocal Budget (True-Up) Tab 1
 - B.** Update on Interlocal Reimbursement Invoices
 - i.** Ratification of the Interlocal Reimbursement Invoices Owed to Belmont II CDD from Belmont CDD Tab 2
 - C.** Presentation of BOS Resumes..... Tab 3
 - D.** Consideration of Resolution 2024-03; Landowner Election... Tab 4
 - E.** Consideration of Irrigation Pre-Approval Addendum Tab 5
 - F.** Consideration of Mulch Proposal..... Tab 6
- 4. BUSINESS ADMINISTRATION**
 - A.** Consideration of Minutes of Board of Supervisors Regular Meeting held on January 16, 2024 Tab 7
 - B.** Consideration of Operation & Maintenance Expenditures for December 2023..... Tab 8
- 5. STAFF REPORTS**
 - A.** District Counsel
 - B.** District Engineer
 - C.** Landscape and Irrigation Report Tab 9
 - D.** Aquatic Report Tab 10
 - E.** District Manager Tab 11
 - i.** Presentation of Website Compliance Report Tab 12
- 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 1

RESOLUTION 2024-02

WHEREAS, the Board of Supervisors, hereinafter referred to as the "Board", of the Belmont Community Development District, hereinafter referred to as "District", adopted a General Fund Budget for fiscal year 2023, and

WHEREAS, the Board desires to reallocate funds budgeted to re-appropriate Revenues and Expenses approved during the Fiscal Year.

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

1. The General Fund Budget is hereby amended in accordance with Exhibit "A" attached.
2. This resolution shall become effective this 15th day of November, 2023 and be reflected in the monthly and fiscal Year End 9/30/23 Financial Statements and Audit Report of the District.

**Belmont Community
Development District**

by:

Chairman

Attest:

by:

Secretary

BELMONT
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
BUDGET AMENDMENT
FY 2023

DESCRIPTION	CURRENT BUDGET	INCREASE/ (DECREASE)	AMENDED BUDGET
<u>REVENUES:</u>			
Maintenance Assessments - Levy	\$1,106,388	\$12,184	\$1,118,572
Interlocal Agreement	\$372,154	\$0	\$372,155
Interest Income	\$0	\$7,766	\$7,766
Miscellaneous Income	\$0	\$3,862	\$3,862
Carryforward Surplus	\$0	\$249,029	\$249,029
TOTAL REVENUES	\$1,478,542	\$272,841	\$1,751,383
<u>LEGISLATIVE</u>			
Supervisors Fees	\$12,000	(\$1,000)	\$11,000
TOTAL LEGISLATIVE	\$12,000	(\$1,000)	\$11,000
<u>FINANCIAL & ADMINISTRATIVE</u>			
District Manager	\$45,000	\$0	\$45,000
District Engineer	\$25,000	(\$531)	\$24,469
Disclosure Report	\$4,500	\$700	\$5,200
Attorney Fees	\$40,000	(\$226)	\$39,774
Assessment Roll	\$2,500	\$0	\$2,500
Trustee Fees	\$9,200	(\$715)	\$8,485
Arbitrage	\$1,100	\$0	\$1,100
Auditing Services	\$4,500	(\$300)	\$4,200
Postage, Phone, Faxes, Copies	\$500	\$810	\$1,310
Meeting Room Rental	\$0	\$0	\$0
Public Officials Insurance	\$4,109	\$182	\$4,291
Legal Advertising	\$5,500	\$2,322	\$7,822
Bank Fees	\$250	\$1,287	\$1,537
Dues, Licenses & Fees	\$175	\$0	\$175
Website Maintenance	\$4,540	\$60	\$4,600
TOTAL FINANCIAL & ADMINISTRATIVE	\$146,874	\$3,590	\$150,464
<u>UTILITIES:</u>			
Electric	\$32,000	\$7,447	\$39,447
Street Lights	\$135,000	\$18,547	\$153,547
TOTAL UTILITIES	\$167,000	\$25,994	\$192,994
<u>STORMWATER CONTROL</u>			
Aquatic Maintenance	\$33,360	\$20,818	\$54,178
Lake/Pond Maintenance	\$5,000	\$18,900	\$23,900
TOTAL STORMWATER CONTROL	\$38,360	\$39,718	\$78,078
<u>OTHER PHYSICAL ENVIRONMENT</u>			
General Liability Insurance	\$4,790	(\$1,111)	\$3,679
Field Management	\$7,500	\$0	\$7,500
Landscape Maintenance - Contract	\$52,800	\$0	\$52,800
Landscape Mulching	\$4,025	(\$4,025)	\$0
Landscape Replacement Plants, Shrubs, Trees	\$25,000	(\$11,581)	\$13,419
General Field Repairs and Maintenance	\$20,000	(\$2,500)	\$17,500
Capital Improvements (1)	\$60,000	\$117,932	\$177,932
Contingency	\$7,500	(\$3,481)	\$4,019
TOTAL OTHER PHYSICAL ENVIRONMENT	\$181,615	\$95,234	\$276,849

BELMONT
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
BUDGET AMENDMENT
FY 2023

DESCRIPTION	CURRENT BUDGET	INCREASE/ (DECREASE)	AMENDED BUDGET
<u>INTERLOCAL AGREEMENT BUDGET</u>			
<u>AMENITY CENTER</u>			
Management Contract	\$120,000	\$0	\$120,000
Security Monitoring	\$5,637	\$10,293	\$15,930
Pool Maintenance - Contract	\$21,300	\$4,170	\$25,470
Pool Maintenance - Repairs	\$3,000	(\$3,000)	\$0
Pool Permit	\$600	\$0	\$600
Electric	\$13,000	\$668	\$13,668
Garbage/Solid Waste	\$3,500	\$303	\$3,803
Water and Sewer	\$24,000	\$27,392	\$51,392
Holiday Decorations	\$11,000	\$1,306	\$12,306
Internet, Cable & Phone	\$2,601	\$1,001	\$3,601
Maintenance & Repairs	\$18,000	\$29,403	\$47,403
Property Casualty Insurance	\$16,872	(\$1,667)	\$15,205
Facility Supplies	\$10,000	(\$5,607)	\$4,393
Pest Control	\$2,604	\$942	\$3,546
Special Events	\$12,000	\$8,262	\$20,262
TOTAL AMENITY CENTER	\$264,114	\$73,465	\$337,579
<u>OTHER PHYSICAL ENVIRONMENT</u>			
Field Operations	\$25,000	\$0	\$25,000
Landscape Maintenance - Contract	\$325,000	\$27,002	\$352,002
Irrigation Maintenance & Repairs	\$20,000	(\$4,022)	\$15,978
Electric	\$1,000	\$0	\$1,000
Water	\$12,000	\$0	\$12,000
Landscape Mulching	\$75,000	(\$19,746)	\$55,254
Landscape Annuals	\$11,000	(\$7,085)	\$3,915
Fire Ant Treatment	\$10,000	(\$10,000)	\$0
Landscape Replacement Plants, Shrubs, Trees	\$37,500	(\$6,299)	\$31,201
Well Maintenance	\$3,540	(\$3,540)	\$0
Off Duty Sheriff / Security	\$50,000	\$37,365	\$87,365
Capital Improvements (1)	\$40,000	\$28,733	\$68,733
Trash Removal / Porter Services	\$20,000	(\$3,851)	\$16,149
Dog Waste Station Maintenance	\$10,000	(\$2,916)	\$7,084
Pump Station Monitoring	\$3,540	\$1,440	\$4,980
General Field Repairs and Maintenance	\$0	\$0	\$0
TOTAL OTHER PHYSICAL ENVIRONMENT	\$643,580	\$37,080	\$680,660
TOTAL OPERATIONS AND MAINTENANCE	\$1,294,669	\$271,492	\$1,566,161
<u>CAPITAL RESERVE</u>			
Reserves	\$25,000	(\$1,241)	\$23,759
TOTAL CAPITAL RESERVE	\$25,000	(\$1,241)	\$23,759
TOTAL EXPENDITURES	\$1,478,542	\$272,841	\$1,751,383
NET CHANGE IN FUND BALANCE	\$0	\$0	\$0

(1) FY 2023 CAPITAL IMPROVEMENTS

RIPA & ASSOCIATES, LLC	MONUMENT B	\$13,095.00
RIPA & ASSOCIATES, LLC	MONUMENT B FINAL RET	\$4,875.00
NEBULA LED LIGHTING SYS	LIGHT SYSTEM	\$11,175.00
NEBULA LED LIGHTING SYS	LIGHT SYSTEM	\$6,600.00
RESORT POOL SERVICES	POOL LIFT INSTALL	\$9,753.00
NEBULA LED LIGHTING SYS	LIGHT SYSTEM	\$5,000.00
NEBULA LED LIGHTING SYS	LIGHT SYSTEM	\$11,750.00
NEBULA LED LIGHTING SYS	LIGHT SYSTEM	\$10,397.09
NEBULA LED LIGHTING SYS	LIGHT SYSTEM	\$6,139.54
LANDSCAPE MAINTENANCE PROFESSIONALS	ARTIFICIAL TURF INSTALL	\$133,984.00
RESORT POOL SERVICES	POOL LIFT INSTALL	\$9,753.00
MR. ELECTRIC OF RIVERVIEW	RUN NEW COPPER WIRING	\$8,562.30
NEBULA LED LIGHTING SYS	LIGHT SYSTEM	\$10,930.23
NEBULA LED LIGHTING SYS	LIGHT SYSTEM	\$4,651.16
		\$246,665.32

Belmont CDD (Non Cost Share)	\$162,295
Belmont CDD (Cost Share)	\$65,222
Belmont II CDD (Cost Share)**	\$45,324
Total Budget Amendment-FY23	\$272,841

**Will be divided into remaining 10 interlocal payments due from Belmont II CDD for FY24. (\$4,532.36 per month Dec 23-Sept 24)

Tab 2

From: Debby Bayne-Wallace

Sent: Friday, January 19, 2024 12:17 PM

To: Karla Pena <KPenar@rizzetta.com>

Cc: Jason Greenwood <jgreenwood@gmstnn.com>; Lindsay Whelan <Lindsay.Whelan@kutakrock.com>;

Kelly Evans <kelly.evans@lennar.com>

Subject: RE: [EXTERNAL]Re: Follow up from our meeting on Friday - Belmont CDD/Belmont II CDD - Reimbursement Invoices

Hi Karla,

Please send the invoices to Jason with the charts below. Please let me know when they have been paid.

Thank you.

Send first invoice for \$10, 416.30 with the chart below.

Summary							
Date	Vendor	Address	Total Amount	% Allocated to the I/L	Total Shared Cost	Belmont CDD Portion (59%)	Notes
Jan 1, 2021 - Sept 30, 2021	Fieldstone	Various Areas Belmont II CDD	\$21,670.83	11	\$2,383.79	\$1,406.44	contract changed to an even dollar figure
Jul 1, 2021 - Sept 30, 2021	Fieldstone	Various Areas Belmont II CDD - Inc Pocket Park	\$22,482.15	11	\$2,473.04	\$1,459.09	\$7,494.05 x 3 months
Jun 1, 2020 - Sept 30, 2021	BOCC	14302 Bounding Hom St - Pocket Park	\$11,824.20	100	\$11,824.20	\$6,976.28	Pocket Park Irrigation
Jun 1, 2020 - Sept 30, 2021	TECO	14302 Bounding Hom St - Pocket Park	\$73.71	100	\$73.71	\$43.49	Pocket Park Irrigation meter
Dec 1, 2020 - Sept 30, 2021	Ballenger		\$900.00	100	\$900.00	\$531.00	Water Use Reporting \$100 per month
						Total Due CDD2	\$10,416.30
						Original proposed payment	\$21,698.94
						Decrease	\$11,282.65

This removes the first 3 months of all invoices.

Send second invoice for \$13,260.07 with chart below.

Belmont II CDD							
Belmont CDD Owned to Belmont II CDD - Interlocal Agreement Expenses							
October 1, 2021 - Transfer of Interlocal Maintenance & Utilities							
Date	Vendor	Address	Total Amount	% Allocated to I/L	Total Shared Cost	Belmont CDD Portion (59%)	Notes
Oct 1/21 - Feb 28/22	Fieldstone	Various Areas Belmont II CDD	\$12,040.00	11%	\$1,324.40	\$781.40	\$2408 x 5 months= \$12,040.00 Transferred Mar 1/22
Oct 1/21 - Feb 28/22	Fieldstone	Various Areas Belmont II CDD - Inc Pocket Park	\$37,470.25	11%	\$4,121.73	\$2,431.82	\$7494.05 x 5 months = \$37,470.25 Transferred Mar 1/22
Oct 1/21 - Sept 30/22	BOCC	14302 Bounding Home St - Pocket Park	\$16,040.12	100%	\$16,040.12	\$9,463.67	Pocket Park Irrigation Transferred Sept 2022
Oct 1/21 - April 30/22	TECO	14302 Bounding Home St - Pocket Park	\$188.45	100%	\$188.45	\$111.19	Pocket Park Irrigation Meter Transferred April 2022
Oct 1/21 - May30/23	Ballenger		\$800.00	100%	\$800.00	\$472.00	Water Use Reporting \$100 per month Transferred May 2022
Total Owned from Belmont CDD to Belmont II CDD						\$13,260.07	

Debby Wallace

Regional Manager

Belmont II

Community Development District

3434 Colwell Ave., Ste 200
Tampa, FL 33614
Phone 813.533.2950

INVOICE

DATE: 01/19/24

INVOICE: IE100120

Bill To:

Belmont CDD
4530 Eagle Falls Place
Tampa, FL 33619

DUE DATE	DESCRIPTION	AMOUNT
Due Upon Receipt	Interlocal Maintenance & Utilities FY 20/21	\$10,416.30
TOTAL		\$10,416.30

Make all checks payable to Belmont II CDD.

If you have any questions concerning this invoice, contact Karla Pena at 813-933-5571 ext 6046 or kpena@rizzetta.com.

Belmont II CDD
Belmont CDD Owned To Belmont II CDD
Fiscal Year Ending September 30, 2021

Date	Vendor	Address	Total Amount	% Allocated to I/L	Total Shared Cost	Belmont CDD Portion (59%)	Notes
Jan 1/21 - Sept 30/21	Fieldstone	Various Areas Belmont II CDD	\$21,670.83	11%	\$2,383.79	\$1,406.44	contract changed to an even dollar figure
Jan 1/21 - Sept 30/21	Fieldstone	Various Areas Belmont II CDD - inc Pocket Park	\$22,482.15	11%	\$2,473.04	\$1,459.09	\$7,494.05 x 3 months
Jan 1/21 - Sept 30/21	BOCC	14302 Bounding Home St - Parket Park	\$11,824.20	100%	\$11,824.20	\$6,976.28	Pocket Park Irrigation
Jan 1/21 - Sept 30/21	TECO	14302 Bounding Home St - Parket Park	\$73.71	100%	\$73.71	\$43.49	Pocket Park Irrigation Meter
Jan 1/21 - Sept 30/21	Ballanger		\$900	100%	\$900.00	\$531.00	Water Use Reporting \$100 per month
Total Owned from Belmont CDD to Belmont II CDD						\$10,416.30	

Total Due	\$10,416.30
Original Proposed Payment	\$21,698.94
Decrease	\$11,282.65

Belmont II

Community Development District

3434 Colwell Ave., Ste 200
Tampa, FL 33614
Phone 813.533.2950

INVOICE

DATE: 01/19/24

INVOICE: IE100121

Bill To:

Belmont CDD
4530 Eagle Falls Place
Tampa, FL 33619

DUE DATE	DESCRIPTION	AMOUNT
Due Upon Receipt	Interlocal Maintenance & Utilities FY 21/22	\$13,260.07
TOTAL		\$13,260.07

Make all checks payable to Belmont II CDD.

If you have any questions concerning this invoice, contact Karla Pena at 813-933-5571 ext 6046 or kpena@rizzetta.com.

Belmont II CDD
Belmont CDD Owned To Belmont II CDD
October 1, 2021 - Transfer of Interlocal Maintenance & Utilities

Date	Vendor	Address	Total Amount	% Allocated to I/L	Total Shared Cost	Belmont CDD Portion (59%)	Notes	
Oct 1/21 - Feb 28/22	Fieldstone	Various Areas Belmont II CDD	\$12,040.00	11%	\$1,324.40	\$781.40	\$2408 x 5 months= \$12,040.00	Transferred Mar 01/22
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Oct 1/21 - Sept 30/22	BOCC	14302 Bounding Home St - Parket Park	\$16,040.12	100%	\$16,040.12	\$9,463.67	Pocket Park Irrigation	Transferred Sept 2022
Oct 1/21 - April 30/22	TECO	14302 Bounding Home St - Parket Park	\$188.45	100%	\$188.45	\$111.19	Pocket Park Irrigation Meter	Transferred April 2022
Oct 1/21 - May 30/23	Ballanger		\$800	100%	\$800.00	\$472.00	Water Use Reporting \$100 per month	Transferred May 2022
Total Owned from Belmont CDD to Belmont II CDD						\$13,260.07		

Tab 3

08/16/2023

Belmont CDD II

My name is Yara Barros, and I am excited to announce my candidacy for this position. For those who don't know me, I have lived in Belmont West Community since January of 2022, and we are 1st time home buyers.

My background and profession is Property Management. I have worked in this field for over 10 years and have worked with many HOA's and CDD's in the past. I am very aware of the challenges this position may bring but I am very experienced in handling them.

My goals are to bring the community together and fix the issues we are currently experiencing. As a community we can work to make it the best one in the area. Addressing concerns of the landscaping, lighting, garbage disposal and so forth.

If you have any questions please feel free to contact me at YNB0704@gmail.com .





Yara Barros

Although I do not have any experience as a board member of an HOA, I do have 30 plus years of experience serving our country. During those years, I actively volunteered and participated in several leadership groups, civic associations, and diversity events. As one of your Board of Directors, I would be honored to continue serving our neighborhood by being an advocate for the homeowner and maintaining the integrity of our property values.

As one of your Board of Directors, I plan to use my experiences as a leader to serve our neighborhood. I will be committed to the homeowners by being accessible and an attentive listener; and to our HOA Rules and By-Laws by being fair, non-biased, and maintaining its integrity to preserving our property values.

La-El Carter

La-el Carter

14407 Seattle Slew Lane Ruskin, FL 33573 
(704) 516-9588 
mrcaution357@gmail.com 
www.linkedin.com/in/la-el-carter-287203a 

TALENT ACQUISITION | OPERATIONS MANAGEMENT

United States Navy Veteran delivering more than 20 years of proven experience in talent acquisition and operations management. Adept at leading teams of 200 plus personnel in a dynamic, fast-paced environment. Possesses a comprehensive background in prospect development, recruiting, as well as marketing, and advertising. Managed operations budgets valued at \$500K; developed an innovative sales methodology; managed prospecting, assessment, selling, and onboarding procedures; evaluated risks and safety directives; and supervised quality assurance.

Professional Experience

United States Navy | Various Locations
Dec 1997 - Dec 2022
Navy Counselor / Career Recruiting Force

United States Navy Reserve | Columbia, SC
Feb 1990 - Dec 1997
Fire Controlman / Weapons Department

Navy Talent Acquisition Group Great Lakes | Great Lakes, IL Dec 2019 - Dec 2022

Command Talent Acquisition Director / Master Chief Navy Counselor

Directed a command of 200 to 250 Officer & Enlisted Sailors and civilian employees expanding over a four-state area (Northern IL, Northern IN, WI, and Northwestern MI). Identified monthly, weekly, and daily strengths and weaknesses and directed a team of managers to correct and train-to areas of deficiencies. Directed weekly and monthly production meeting with team managers. Performed sales calls with national and regional managers identifying process issues and offering solutions as well as relaying direction and guidance from our national leadership team and Navy Recruiting's senior leadership. Oversees all marketing and Social Media prospecting. Developed, implemented, and managed a yearly marketing budget. Trained, mentored, and coached senior managers on recruiting and sales techniques to included: prospecting, screening, interviewing, contract development, onboarding, and building mutually beneficial relationships.

Navy Recruiting District San Diego | San Diego, CA Aug 2017 - Dec 2019

Command Talent Acquisition Manager / Master Chief Navy Counselor

Managed and supervised a command of 300 to 350 Officer & Enlisted Sailors and civilian employees expanding over a three state area (San Diego, CA, Las Vegas, NV, Yuma, AZ). Developed and executed approved prospecting plans and tracked all Key Performance Indicators. Conducted weekly and daily sales calls with regional and local managers identifying procedural issues and offering solutions, as well as relaying direction and guidance from national or regional leadership. Submitted marketing data in support of media prospecting to assist in making assigned goals.

Navy Recruiting District St. Louis | St. Louis, MO Nov 2014 - Aug 2017

Command Talent Acquisition Trainer / Senior Chief Navy Counselor

Trained a command of 225 to 275 Officer and Enlisted Sailors and civilian employees expanding over a four state area (MO, KS, Southern IL, and Western, KY). **New Hire Orientation:** Conducted onboarding and orientation for all new talent acquisition employees. Taught new talent acquisition specialists how to conduct recruiting in accordance with EEO guidelines. **Candidate Management:** Taught successful strategies in how to maintain a robust pipeline of quality specialty candidates while using Salesforce, Applicant Tracking Software (ATS) and HR Information Systems (HRIS). **Training Management:** Identified and implemented the most cost-effective training delivery methods to elevate recruiting performance and enhance the candidate selection process. **Employee Retention:** Reduced candidate attrition

La-el Carter

(704) 516-9588

mrcaution357@gmail.com

rate by 45% by creating standard communication process that improved follow-up, reduced in-processing time and made candidate feel part of the team from the start. **Process Improvement:** Increased team's overall productivity 50%+ and improved quality of intake documents by creating standardized procedure that aligned all recruiting operations to a single system and process.

Navy Recruiting Orientation Unit | Pensacola, FL

Oct 2011 - Nov 2014

National Talent Acquisition Instructor / Chief Navy Counselor

Instructed the nation's newest Officers and Enlisted Sailors in the art and science of sales. Facilitated the nation's Career Recruiting Forces in a new innovative sales methodology, process improvements, system updates, and policy changes. Facilitated training in the classroom as well as traveled nationally in "the field" ensuring a realistic environment.

Navy Recruiting District San Diego | San Diego, CA

Apr 2008 - Oct 2011

Division Talent Acquisition Manager / Chief Navy Counselor

Managed and supervised a command of 15 to 30 Enlisted Talent Scouts expanding throughout Riverside County, CA. Reviewed and approved prospecting plans for my team to execute and meet all recruiting assignments. Supervised my team's training and development, mentoring my lead team members. Performed area Canvassing at local High Schools, Colleges, and businesses conducting presentations and sales calls. Observed, critiqued, trained, and tracked newly assigned Talent Scouts on proper interview and sales techniques. Reviewed and tracked all administrative requirements and all aspects of office management.

Skills

- | | | |
|----------------|------------------------------|-----------------------------|
| • HR Manager | • Operations Management | • Talent Acquisition |
| • Assessing | • Interviewing | • Sales Coach |
| • Onboarding | • Training & Development | • Prospect Development |
| • KPI Analysis | • Applicant Tracking Systems | • Active Security Clearance |

Education

- **Counselor (Professional & Kindred)** | United States Department of Labor
- **Office Manager/Administrative Services** | United States Department of Labor
- **Computer Operator** | United States Department of Labor
- **University of South Carolina** | Columbia, SC | Aug 1991 – May 1993 | Computer Engineering Major
- **Southern Illinois University** | Carbondale, IL | Aug 1991 – May 1993 | Workforce Education Major

Activities

- | | | | |
|-----------------|----------|----------------|-----------------------|
| • Family Events | • Travel | • Music | • Cigar Social Events |
| • BBQ | • Golf | • Comedy Shows | • Blowing |

JENNIFER E. HOLLIDAY

Key Achievements

- Successfully leads the consulting, onboarding, and training initiatives for two multimillion-dollar acquisitions.
- Consistently receives high levels of satisfaction ratings on surveys from wealth management advisors.
- Manages various administrative projects for executive sales management teams.
- Mentors business majors in College of Business at University South Florida

Professional Experience

Senior Division Administrator, Private Client Group Administration June 2022 - Present

- Assists with various HR, compensation, operational, and recruiting initiatives
- Manages branch facility projects such as new office openings, relocations, and renovations
- Review, monitor, and report on monthly and quarterly financial statements for branch offices in the division

Transition Consultant, Transition Management December 2017 – June 2022

- Consults and trains advisory teams on the onboarding and operational processes of the firm
- Leads department operational initiatives to help improve internal departmental processes
- Coaches and mentors new Transition Consultants for multiple regional teams

Regional Education Consultant, Technology Education Group October 2014 – December 2017

- Conducted needs analysis to identify education gaps of financial advisors, associates, and management
- Created and delivered oral presentations for in-office and regional conference training
- Led team internal training initiatives for mentoring newly hired education consultants

Regional Onsite Support Analyst, IT Onsite Support February 2012 – September 2014

- Trained branch technical liaisons on computer hardware troubleshooting and maintenance updates
- Delivered written and oral presentations on software, product enhancements, and assigned projects
- Conducted onsite visits to analyze and improve all office equipment and hardware efficiencies

Transitions Technology Consultant, Transition Management November 2010 – January 2012

- Consulted and developed technology solutions for onboarding financial advisors
- Presented technical demonstrations for Home Office Visits for financial advisor prospects

Learning Specialist II, Learning Solutions January 2008 – November 2010

- Facilitated instructor-led and distance learning training on technology and soft-skill competencies
- Presented technology training to advisors at RJFS National Sales Conferences

HR Generalist, Human Resources

August 2004 – December 2007

- Recruited candidates for administrative, compliance, and sales positions
- Coached business unit managers on interviewing and HR hiring practices

Senior Support Specialist, PCG RJA Administration

June 2001 – July 2004

- Administered several compliance approval processes for all offices in RJA division

Operations Specialist, Securities Processing

November 1999 – May 2001

- Processed securities and cash transfers for all RJA and RJFS branches

Education

University of South FL – Tampa, FL
B.S. Business Management, 2001

University of Phoenix, Phoenix, AZ
Master of Business Administration, 2008

Professional Certifications

Series 7, 63

Registered Corporate Coach

Targeted Selection Behavioral Coach/Administrator

Dr. Jackie

Mobile: 813.399.2233

jenksinja@hillsboroughcounty.org

OBJECTIVE

To enhance knowledge and learning within community environments

Certified Emotional Intelligence Coach Certified Emotional Intelligence Coach

Jacquelyn Jenkins, Ed. D, 2011 - Present

Help relationships between client communities to assist achievement of goals and to improve the effectiveness of defined coaching agreement. Use a wide variety of behavioral techniques and methods including EI to mutually identify and to improve his or her professional performance and personal satisfaction.

Department Director, Hillsborough County Government

4/2014 - present

Hillsborough County Head Start/Early Head Start

Tampa, FL

- Expand community collaborations within early childhood environments to include Hillsborough District Schools, Hillsborough Community College, Early Learning Coalition, and Children's Services Board.*
- Manage oversight of \$40 million program budget and contracts administration/management, specifically related to advancement outcomes for 3,500 families.*

Division Director, Orange County Government

1/2010 - 4/2014

Orange County Head Start

Orlando, FL

- Developed and monitored Division's grant funded \$15 million budgets; analyzed and projected program expenditures; reviewed Division-wide policies and procedures towards operational excellence in conjunction with Federal Performance Standards, in addition to County and State regulations.*
- Partnered with Orange County Schools, Valencia Community College, UCF University, and Early Learning Coalition Board.*

CERTIFICATION

- Emotional Intelligence Assessments*

EDUCATION

<i>Doctor of Education Organizational Leadership 2011, Argosy University Washington, DC</i>	<i>M.S. Human Services: Management and Leadership 2005, Springfield College Springfield, MA</i>	<i>B.S. Human Services 1995, Mercer University Atlanta, GA</i>
---	---	--

James F. M. Laughlin, AEP, CLU, ChFC, RHU, LUTCF
14450 Editors Note Street
Sun City Center, FL 33573
(814) 881-3004

Resume'

Objective: To serve as a member of the Belmont Committee and as a volunteer for the betterment of our community.

Present Occupation: Self Employed Insurance Agent and Business Consultant, Jim Laughlin Consulting.

Employment History: Focused on Corporate Employee Benefits, Property/Casualty and Pension Programs for local and multi-state employers. Also practiced in advanced practices of Life Insurance. Served as Vice President of The Bert Company, a Corporate Consultant from 1984 to 2015. Also worked for HUB International, a large Corporate Consultant.

Education: Undergraduate Degree in Business Administration from Mercyhurst University. Also studied Music Composition, Social Work and Law Enforcement. 5 Professional Designations, primarily from the American College, 1986-2003. Graduate Degree, Accredited Estate Planner, (AEP).

Professional Development: Served as President of 3 Professional Associations including the National Life Underwriters Association, (Local), The American College Society, (Regional) and the Estate Planning Council, (Regional). Served as Chairman of the Erie County United Way Endowment for 10 years. Officer of the Erie Art Museum Board for 10 years. Boy Scout Leader and Eagle Dad, (Counseled all required Merit Badges). Various Community Fund Raising Efforts, mainly for the benefit of our Senior Community. Political Campaign Consultant.

Personal Strengths: Public Speaking and Presentation. Getting to the heart of Financial Challenges through deductive reasoning and research. Photographic memory. Not taking criticism or challenges personally but instead able to focus on the task at hand.

Personal Talents: Worked for years as a Professional Musician, Piano, Organ Singing. Twice winner at the Rock Erie Music Awards. Athlete and Golfer. Enjoy people and tend to be outgoing and gregarious.

Good afternoon,

I am a resident seeking to be considered for appointment to the board. My qualifications and experience make me a strong candidate for the CDD Board of Supervisors. Here are some key qualifications and experiences that I believe make me suitable for this position:

1. Leadership Experience- I have held leadership positions in various community organizations, where I have successfully collaborated with diverse groups of individuals and facilitated constructive discussions to drive positive change.
2. Project Management Skills- I have a strong background in project management, which includes budgeting, planning, and implementing community development initiatives. This experience enables me to effectively manage resources and ensure efficient execution of projects.
3. Strong Communication Skills- I possess excellent communication skills, both written and verbal. I am able to effectively articulate ideas, listen to different perspectives, and engage with stakeholders to build consensus and make informed decisions.
4. Commitment to Community Development- I have a sincere passion for community development and a desire to contribute to the betterment of the district. I believe in creating sustainable and inclusive communities that prioritize the well-being and interests of all residents.
5. Problem-solving Abilities- I am a proactive problem solver and have a track record of finding creative solutions to complex issues. I believe in taking a holistic approach to problem-solving and considering the long-term implications of decisions.
6. Understanding of Local Issues- I possess a deep understanding of the local issues and challenges faced by the community. I have actively engaged with residents and organizations to stay informed about their needs and concerns, allowing me to effectively represent their interests on the board.

These qualifications and experiences, coupled with my dedication and enthusiasm, make me a strong candidate for the CDD Board of Supervisors. I am confident in my ability to contribute positively and make a meaningful impact on the development and well-being of our community.

I have attached an updated copy of my resume to this email.

Thank you.

Best,

Danielle

DANIELLE PAULETTA

PROFILE

Business professional and military veteran with a track record of developing and executing impactful business strategies. Combining my educational background with exemplary leadership skills honed from naval service, I am seeking a challenging position to leverage my analytical and creative skills to drive growth for an organization. With a passion for delivering impactful results, I am confident my abilities can make a positive contribution to any organization.

EMPLOYMENT HISTORY

YEOMAN/ADMINISTRATOR, UNITED STATES NAVY 2017-2023

- ❖ Created comprehensive training materials and conducted training sessions for junior personnel, resulting in increased proficiency and improved operational readiness
- ❖ Spearheaded the transition from manual record-keeping to a digital system, resulting in improved overall productivity, accuracy, and efficiency.
- ❖ Successfully maintained a top-level security clearance throughout tenure, demonstrating trustworthiness and adherence to strict confidentiality protocols.
- ❖ Led successful community service events and coordinated team efforts for various projects, ensuring timely completion and high-quality deliverables.
- ❖ Demonstrated resilience and adaptability in handling high-pressure situations and effectively managing competing priorities in fast-paced operational environments.
- ❖ Actively participated in process improvement teams, providing valuable insights and suggestions to enhance administrative procedures and workflow efficiency.
- ❖ Implemented efficient systems for record-keeping, resulting in a significant reduction in document errors and improved overall productivity.

LICENCE

2023 - REAL ESTATE SALES ASSOCIATE, STATE OF FLORIDA

EDUCATION

2022 - PRESENT – PHILOSOPHY B.S., UNIVERSITY OF SOUTH FLORIDA

2019 - 2021 – GENERAL STUDIES A.A., AMERICAN MILITARY UNIVERSITY

SKILLS

- ❖ INTERPERSONAL AND WRITTEN COMMUNICATION ABILITIES
- ❖ ORGANIZATION AND TIME MANAGEMENT
- ❖ METICULOUS ATTENTION TO DETAIL
- ❖ CONFIDENTIALITY AND SECURITY
- ❖ PROBLEM-SOLVING
- ❖ ADAPTABILITY
- ❖ MANAGEMENT AND LEADERSHIP
- ❖ TECHNOLOGICALLY INCLINED

SOFTWARE

- ❖ OFFICE PRODUCTIVITY: MICROSOFT & GOOGLE SUITE
- ❖ DESIGN MULTIMEDIA: ADOBE CREATIVE CLOUD
- ❖ DATA ANALYSIS: EXCEL
- ❖ COMMUNICATION: MICROSOFT, SLACK, ZOOM
- ❖ SOCIAL MEDIA: DISCORD, INSTAGRAM, PINTEREST, SNAPCHAT, INSTAGRAM, TIKTOK, TWITCH, YOUTUBE, REDDIT, QUORA, X (TWITTER)
- ❖ WEB DEVELOPMENT: WORDPRESS
- ❖ APPLE iOS

LANGUAGES

- ❖ SPANISH
- ❖ ENGLISH

DOUGLAS SMITH

(727)253-5145

DOUGRSMITH89@ICLOUD.COM

PROFILE

I want to be apart of the board because I believe it is our job to work for the community and do what's best for the community. The board is to give back to the community to make it a safe and desirable place to live. Also, as someone who lives in the Townhomes, I'd like to be the voice for us as we sometimes are forgotten.

Experience

-**Firefighter/Paramedic 2017 — Present**

Respond to 911 calls, whether they are fire or EMS, and perform ALS medical care.

-**Sunstar- Paramedic 2022 — Present**

Ambulance Company serving Pinellas County.

-5 years experience on the HOA board of another community

-5 years experience on the CDD board of another community

EDUCATION

-**St Petersburg College**

B.A.S. Public Safety Admin

-**St Petersburg College**

A.S. Emergency Medical Services

-**HCC**

A.S. Allied Health

Yes I am
I am a firefighter so I cannot always make it to the meetings because I work 24hrs on and 48hrs off.
But I can make most meetings or I can join virtually.
Sent from my iPhone

On Jan 22, 2024, at 9:35 AM, Debby Bayne-Wallace <dbwallace@rizzetta.com> wrote:

Thank you.
And you are a registered voter within the Belmont II CDD community and available for monthly day meetings every 3rd Tuesday at 9am in Tampa?

Debby Wallace
Regional Manager

813.933.5571 Ext: 8814
dbwallace@rizzetta.com

rizzetta.com

<image002.png>

From: Doug Smith <dougrsmith89@icloud.com>
Sent: Monday, January 22, 2024 9:26 AM
To: Debby Bayne-Wallace <dbwallace@rizzetta.com>
Subject: Re: [EXTERNAL]CCD Board

I live in Belmont
<image003.png>

Sent from my iPhone

> On Jan 22, 2024, at 9:12 AM, Debby Bayne-Wallace <dbwallace@rizzetta.com> wrote:
>
> Hi Doug,
> For which District is this for? We were unable to open the attachment. Please send in a PDF document or take a photo and email it.
> Thank you.
>
> Debby Wallace
> Regional Manager
>
> 813.933.5571 Ext: 8814
> dbwallace@rizzetta.com
>
> rizzetta.com
>

>
>
>
> -----Original Message-----
> From: Doug Smith <dougrsmith89@icloud.com>
> Sent: Friday, January 19, 2024 8:56 PM
> To: Debby Bayne-Wallace <dbwallace@rizzetta.com>
> Subject: [EXTERNAL]CCD Board
>
> NOTICE: This email originated from outside of the organization.
> Do not click links or open attachments unless you recognize the sender and know the content is safe. Please use the Phish Alert! button to report suspicious messages.
>
>
>
> Here is my resume. I'd like to be on the CDD board.

Tab 4

RESOLUTION 2024-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BELMONT II COMMUNITY DEVELOPMENT DISTRICT DESIGNATING A DATE, TIME AND LOCATION FOR A LANDOWNERS' MEETING AND ELECTION; PROVIDING FOR PUBLICATION; ESTABLISHING FORMS FOR THE LANDOWNER ELECTION; 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, pursuant to Section 190.006(1), *Florida Statutes*, the District's Board of Supervisors ("**Board**") "shall exercise the powers granted to the district pursuant to [Chapter 190, *Florida Statutes*]," and the Board shall consist of five members; and

WHEREAS, the District is statutorily required to hold a meeting of the landowners of the District for the purpose of electing Board Supervisors for the District on a date in November established by the Board, which shall be noticed pursuant to Section 190.006(2), *Florida Statutes*.

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

1. **EXISTING BOARD SUPERVISORS; SEATS SUBJECT TO ELECTIONS.** The Board is currently made up of the following individuals:

<u>Seat Number</u>	<u>Supervisor</u>	<u>Term Expiration Date</u>
1	Grady Miars	2026
2	Kelly Evans	2026
3	Clement Hill	2024
4	Lori Campagna	2024
5	Ben Gainer	2024

This year, Seat 3, currently held by Clement Hill, is subject to a landowner election. The term of office for the successful landowner candidate shall commence upon election and shall be for a four year period. Seat 4, currently held by Lori Campagna, and Seat 5, currently held by Ben Gainer, are subject to a General Election process to be conducted by the Hillsborough County Supervisor of Elections, which General Election process shall be addressed by a separate resolution.

2. **LANDOWNER'S ELECTION.** In accordance with Section 190.006(2), *Florida Statutes*, the meeting of the landowners to elect Board Supervisor(s) of the District shall be held on the ____ day of November, 2024, at ____:____ a/p.m., and located at _____.

3. **PUBLICATION.** The District's Secretary is hereby directed to publish notice of the landowners' meeting and election in accordance with the requirements of Section 190.006(2), *Florida Statutes*.

4. **FORMS.** Pursuant to Section 190.006(2)(b), *Florida Statutes*, the landowners' meeting and election have been announced by the Board at its February 20, 2024 meeting. A sample notice of

landowners' meeting and election, proxy, ballot form and instructions were presented at such meeting and are attached hereto as **Exhibit A**. Such documents are available for review and copying during normal business hours at the District's Local Records Office / District Manager's office, Rizzetta & Company, Inc., located at 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614, Ph: (813) 533-2950.

5. **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.

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

PASSED AND ADOPTED THIS 20TH DAY OF FEBRUARY, 2024.

**BELMONT II COMMUNITY DEVELOPMENT
DISTRICT**

ATTEST:

CHAIRPERSON / VICE CHAIRPERSON

SECRETARY / ASSISTANT SECRETARY

EXHIBIT A

NOTICE OF LANDOWNERS' MEETING AND ELECTION AND MEETING OF THE BOARD OF SUPERVISORS OF THE BELMONT II COMMUNITY DEVELOPMENT DISTRICT

Notice is hereby given to the public and all landowners within the Belmont II Community Development District ("**District**") the location of which is generally described as comprising a parcel or parcels of land containing approximately 356.906 acres, located west of Paseo Al Mar Boulevard, in Hillsborough County, Florida, advising that a meeting of landowners will be held for the purpose of electing one (1) person to the District's Board of Supervisors ("**Board**", and individually, "**Supervisor**"). Immediately following the landowners' meeting there will be convened a meeting of the Board for the purpose of considering certain matters of the Board to include election of certain District officers, and other such business which may properly come before the Board.

DATE: _____, 2024

TIME: ____:____ __.m.

PLACE: _____

Each landowner may vote in person or by written proxy. Proxy forms may be obtained upon request at the office of the District Manager, Rizzetta & Company, Inc., 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614, Ph: (813) 533-2950 ("**District Manager's Office**"). At said meeting each landowner or his or her proxy shall be entitled to nominate persons for the position of Supervisor and cast one vote per acre of land, or fractional portion thereof, owned by him or her and located within the District for each person to be elected to the position of Supervisor. A fraction of an acre shall be treated as one acre, entitling the landowner to one vote with respect thereto. Platted lots shall be counted individually and rounded up to the nearest whole acre. The acreage of platted lots shall not be aggregated for determining the number of voting units held by a landowner or a landowner's proxy. At the landowners' meeting the landowners shall select a person to serve as the meeting chair and who shall conduct the meeting.

The landowners' meeting and the Board meeting are open to the public and will be conducted in accordance with the provisions of Florida law. One or both of the meetings may be continued to a date, time, and place to be specified on the record at such meeting. A copy of the agenda for these meetings may be obtained from the District Manager's Office. There may be an occasion where one or more supervisors will participate by telephone.

Any person requiring special accommodations to participate in these meetings is asked to contact the District Manager's Office, at least 48 hours before the hearing. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

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

Debby Bayne-Wallace
District Manager

Run Date(s): _____ & _____, 2024

PUBLISH: ONCE A WEEK FOR 2 CONSECUTIVE WEEKS, THE LAST DAY OF PUBLICATION TO BE NOT FEWER THAN 14 DAYS OR MORE THAN 28 DAYS BEFORE THE DATE OF ELECTION, IN A NEWSPAPER WHICH IS IN GENERAL CIRCULATION IN THE AREA OF THE DISTRICT

**INSTRUCTIONS RELATING TO LANDOWNERS' MEETING OF
BELMONT II COMMUNITY DEVELOPMENT DISTRICT
FOR THE ELECTION OF SUPERVISORS**

DATE OF LANDOWNERS' MEETING: _____, November _____, 2024

TIME: ____:____ __.M.

LOCATION: _____

Pursuant to Chapter 190, *Florida Statutes*, and after a Community Development District ("**District**") has been established and the landowners have held their initial election, there shall be a subsequent landowners' meeting for the purpose of electing members of the Board of Supervisors ("**Board**") every two years until the District qualifies to have its board members elected by the qualified electors of the District. The following instructions on how all landowners may participate in the election are intended to comply with Section 190.006(2)(b), *Florida Statutes*.

A landowner may vote in person at the landowners' meeting, or the landowner may nominate a proxy holder to vote at the meeting in place of the landowner. Whether in person or by proxy, each landowner shall be entitled to cast one vote per acre of land owned by him or her and located within the District, for each position on the Board that is open for election for the upcoming term. A fraction of an acre shall be treated as one (1) acre, entitling the landowner to one vote with respect thereto. For purposes of determining voting interests, platted lots shall be counted individually and rounded up to the nearest whole acre. Moreover, please note that a particular parcel of real property is entitled to only one vote for each eligible acre of land or fraction thereof; therefore, two or more people who own real property in common, that is one acre or less, are together entitled to only one vote for that real property.

At the landowners' meeting, the first step is to elect a chair for the meeting, who may be any person present at the meeting. The landowners shall also elect a secretary for the meeting who may be any person present at the meeting. The secretary shall be responsible for the minutes of the meeting. The chair shall conduct the nominations and the voting. If the chair is a landowner or proxy holder of a landowner, he or she may nominate candidates and make and second motions. Candidates must be nominated and then shall be elected by a vote of the landowners. Nominees may be elected only to a position on the Board that is open for election for the upcoming term.

This year, one (1) seat on the Board will be up for election in a landowner seat for a four year period. The term of office for the successful landowner candidate shall commence upon election.

A proxy is available upon request. To be valid, each proxy must be signed by one of the legal owners of the property for which the vote is cast and must contain the typed or printed name of the individual who signed the proxy; the street address, legal description of the property or tax parcel identification number; and the number of authorized votes. If the proxy authorizes more than one vote, each property must be listed and the number of acres of each property must be included. The signature on a proxy does not need to be notarized.

LANDOWNER PROXY

**BELMONT II COMMUNITY DEVELOPMENT DISTRICT
HILLSBOROUGH COUNTY, FLORIDA
LANDOWNERS' MEETING – NOVEMBER ____, 2024**

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints _____ ("**Proxy Holder**") for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of the Belmont II Community Development District to be held at _____, on November ____, 2024, at ____:____ a/p.m., and at any adjournments thereof, according to the number of acres of unplatted land and/or platted lots owned by the undersigned landowner that the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing that may be considered at said meeting including, but not limited to, the election of members of the Board of Supervisors. Said Proxy Holder may vote in accordance with his or her discretion on all matters not known or determined at the time of solicitation of this proxy, which may legally be considered at said meeting.

Any proxy heretofore given by the undersigned for said meeting is hereby revoked. This proxy is to continue in full force and effect from the date hereof until the conclusion of the landowners' meeting and any adjournment or adjournments thereof, but may be revoked at any time by written notice of such revocation presented at the landowners' meeting prior to the Proxy Holder's exercising the voting rights conferred herein.

Printed Name of Legal Owner

Signature of Legal Owner

Date

Parcel Description

Acreage

Authorized Votes

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel. If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

Total Number of Authorized Votes:

NOTES: Pursuant to Section 190.006(2)(b), *Florida Statutes*, a fraction of an acre is treated as one (1) acre entitling the landowner to one vote with respect thereto. For purposes of determining voting interests, platted lots shall be counted individually and rounded up to the nearest whole acre. Moreover, two (2) or more persons who own real property in common that is one acre or less are together entitled to only one vote for that real property.

If the fee simple landowner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto (e.g., bylaws, corporate resolution, etc.).

OFFICIAL BALLOT
BELMONT II COMMUNITY DEVELOPMENT DISTRICT
HILLSBOROUGH COUNTY, FLORIDA
LANDOWNERS' MEETING - NOVEMBER _____, 2024

For Election (1 Supervisor): The candidate receiving the highest number of votes will receive a four (4) year term, with the term of office for the successful candidates commencing upon election.

The undersigned certifies that he/she/it is the fee simple owner of land, or the proxy holder for the fee simple owner of land, located within the Belmont II Community Development District and described as follows:

<u>Description</u>	<u>Acreage</u>
_____	_____
_____	_____
_____	_____

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel.] [If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

or

Attach Proxy.

I, _____, as Landowner, or as the proxy holder of _____ (Landowner) pursuant to the Landowner's Proxy attached hereto, do cast my votes as follows:

SEAT #	NAME OF CANDIDATE	NUMBER OF VOTES
3		

Date: _____

Signed: _____

Printed Name: _____

Tab 5



January 29, 2024

Debby Wallace – Regional Manager
Rizzetta & Company, Inc.
3434 Colwell Avenue, Unit #200
Tampa, FL 33614

RE: Belmont II CDD Landscape Management Contract Addendum – Monthly Irrigation Repair Pre-Approval

This Contract Addendum ("Addendum") is entered into by and between Fieldstone Landscape Services, LLC ("Contractor") and Belmont II CDD ("Client"). The Contractor and Client collectively may be referred to as the "Parties."

- PURPOSE OF ADDENDUM:** This Addendum is intended to modify the existing contract between the Parties dated March 1, 2024, by incorporating provisions related to Monthly Irrigation Repair Pre-Approval.
- MONTHLY IRRIGATION REPAIR PRE-APPROVAL:** In addition to the original terms of the contract, the Parties agree to implement a Monthly Irrigation Repair Pre-Approval to ensure necessary repairs are completed efficiently to prevent irrigation interruptions and/or landscape material decline.
- ALLOWANCE:** The Parties agree to establish an allowance for monthly irrigation repairs. The allowance is set at \$500.00 and will cover the pre-approved repair costs for the month. Any repair costs exceeding the allowance shall require written approval from the Client before the Contractor proceeds with the repairs.
- DOCUMENTATION:** The Contractor shall submit detailed estimates and documentation for each proposed irrigation repair, outlining the scope of work, materials, and associated costs. The Client shall review and approve these estimates before any repairs are initiated.
- TIMELINE:** The Monthly Irrigation Repair Pre-Approval process shall commence on March 1, 2024. The Parties acknowledge that the Pre-Approval process will be an ongoing part of the contract until further notice or agreement.
- INVOICING:** The Contractor shall submit invoices for approved irrigation repairs promptly upon completion of the work. Invoices shall include detailed information on the repairs performed, the date of completion, and any supporting documentation.
- AMENDMENT TO ORIGINAL CONTRACT:** This Addendum hereby amends the original contract dated [Original Contract Date]. All other terms and conditions of the original contract not modified by this Addendum shall remain in full force and effect.

IN WITNESS WHEREOF, the Parties hereto have executed this Contract Addendum as of the date first above written.

CONTRACTOR:

Fieldstone Landscape Services, LLC

Bobby Williamson

Signature

Bobby Williamson, Vice President

Name

01/29/2024

Date

Client:

Belmont II CDD

Signature

Name

Date

Tab 6

Date: February 10, 2024
Proposal #: 18035



QUOTATION

Mailing Address

Rizzetta & Company
7127 Emerald Spring Loop
New Port Richey, FL 34653

Home Phone:

Job Address

Belmont II CDD
10141 Count Fleet Drive
Ruskin, FL 33573

Business Phone: 813-793-8814

Job Summary:

Mulch Installation Project to include: Installatin of Cocoa Brown Mulch for trees and entrance islands outside the gates at Belmont II Townhomes;

This includes the trees on both sides of the road on the west side of the townhomes, the trees along the ponds on the 301 side of the community

and the entrance islands at both entrance- 4 islands.

Clean up all paved areas and sidewalk upon completion

Remove and dispose of all debris off site.





If additional Mulch is needed to complete Scope of Work Contractor will submit Change Order for \$85.00 per Cubic Yard.

Quote Total: \$2,560.00

Terms & Conditions

Acceptance of Work

- **Fieldstone Landscape Services, LLC (Contractor)** and **Belmont II CDD (Client)** agree to services, conditions, materials, and total dollar amount.
- Contractor will commence the Work at the agreed time and place, and continue such Work diligently and without delay, in a good and workmanlike manner, and in strict conformity with the specifications and requirements contained herein and in any related Order.

Payment Terms and Conditions

- The client is subject to a Progress Billing & Payment Schedule based on the total size of the proposed project. Payment Schedule may include up to a 50% Deposit to schedule work.
- Client agrees to pay the balance before the due date on final invoice to avoid 1.5% penalty for late payment.

Procedure for Extra Work and Changes

- If it shall become necessary for the Contractor to make changes in any designs, drawings, plans, reports, or specifications for any part of the project or reasons over which Contractor has no control, or are put to any extra work, cost or expense by reason of any act or matter over which it has no control, the Client will pay to the Contractor a fee for such changed or extra Work calculated on a time and materials basis.
- All changes to Work or pricing or the terms of this Agreement will be read and understood within the context and meanings of this Agreement unless stated explicitly to the contrary.
- Extras to the Contract are payable by the Client forthwith upon receipt of the Contractor's invoice.

Warranty and Tolerances

- Payments Received: The Warranty for the contract is only valid if payment is received in full on acceptance of the work.
- Diligence: the Contractor agrees to carry out its Work diligently and to provide sufficient supervision and inspection of its staff and subcontractors and that it's work will be of proper and professional quality, and in full conformity with the requirements of the contract.
- Site Unknowns: It is the responsibility of the Client or the Client's Representative to fully inform the Contractor of all the information regarding site unknowns that may include difficult buried materials, cables, and pipes, tree stumps, drainage or water table issues, rock, and shale sub-surfaces and/or other impediments, issues or factors that could otherwise impact the quality, cost, and timeliness of project completion. Failure to notify the Contractor may lead to additional costs to the Client (at the Contractor's discretion) and schedule time not included in the Quotation and may require changes in design and construction to overcome such problems – all for which the Client will be responsible.
- Underground Utilities: Should damage occur to utilities during construction, the Contractor is only liable for the cost of the repair. the Contractor is not liable in any way for inconvenience to the Client caused by damage to the utilities. Damage to neighbor's utilities on the Client's property is the responsibility of the Client.

Material Tolerances

- Landscape: Contractor warrants the installation, workmanship, and material. Material is guaranteed to be true to name and maintain a healthy condition except for normal shock of installation.
 - Hardwood & Palm Trees: (6) Months
 - Plants/Shrubs/Ornamentals/Groundcover: (3) Months
 - Sod: (30) Days
 - Seasonal Annual Flowers: (30) Days
- Irrigation/Drainage/Lighting: Contractor warrants the installation, workmanship, design, and

materials employed in connection with the underground irrigation system for six (6) months following installation completion.

- Stone: Natural stone has color variations that vary from stone to stone. In addition, mineral deposits such as lime, iron, etc. can change the stone and even bleed. This is the nature of the product, and the Client accepts this as a natural and acceptable quality of the stone.
- The warranty is not valid on relocated material, annuals and any existing irrigation, drainage, and lighting systems. Warranty is not valid on new plant material or sod installed without automatic irrigation. Warranty does not cover damage from pests or disease encountered on site, act of God, or damaged caused by others. Failure of water or power source not caused by Contractor will void warranty.

Signature: _____ **Date:** _____
Rizzetta & Company

We wanted to share with you our new customer portal. This will allow you to manage your account online by having access to: viewing proposals and being able to electronically sign for new proposed work, viewing and submitting issues, as well as viewing and electronically paying your invoices.

To register, please use the following link: Fieldstone.PropertyServicePortal.com

Thank you so much and we look forward to assisting you with this great new feature we're able to offer. If you have any issues, please contact accountsreceivable@fieldstonels.com

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, January 16, 2024, at 9:30 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
Ben Gainer	Board Supervisor; Asst. Secretary
Sarge Hill	Board Supervisor, Asst. Secretary (via conf. call)

Also present were:

Debby Wallace	District Manager; Rizzetta & Company, Inc.
Wesley Elias	Associate District Manager, Rizzetta & Company, Inc.
Lindsay Whelan	District Counsel, Kutak Rock (via conf. call)
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

**Update on Interlocal Invoices from
Belmont II CDD to Belmont CDD**

The Board directed the District Manager to contact Belmont CDD regarding meeting them halfway on the reduction for the first invoice. Ms. Wallace stated that Belmont CDD is still considering the second invoice and will have an update for the Board at the next meeting.

FOURTH ORDER OF BUSINESS

**Consideration of Belmont CDD FY 22/23
Amended Interlocal Budget (True-Up)**

This item was tabled subject to waiting for more details from Belmont CDD.

FIFTH ORDER OF BUSINESS

**Consideration of Landscape
Maintenance Interlocal Addendum 2024**

On a Motion by Ms. Evans, seconded by Mr. Hill, with all in favor, the Board of Supervisors approved Fieldstone Landscape Maintenance Interlocal Addendum 2024, for the Belmont II Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of Minutes of Board of
Supervisors' Regular Meeting Held
December 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 December 19, 2023, as presented, for the Belmont II Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Operation &
Maintenance Expenditures for
November 2023**

On a Motion by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Board of Supervisors approved the November 2023 (\$46,790.97), Operation & Maintenance Expenditures, for the Belmont II Community Development District.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

No report. Ms. Whelan discussed the new bill where board members will now need to take a mandatory 4 hours of ethics training each year.

B. District Engineer

Not present.

C. Landscape & Irrigation Update

D. Aquatics Report

There were no comments on the report.

E. District Manager

Ms. Wallace advised the Board that the next regular meeting will be held on February 20, 2024, at 9:30 a.m. at the offices of Lennar Homes, 4301 W. Boy Scout Road Suite 600, Tampa, FL 33607.

Ms. Wallace presented a proposal under separate cover for pond bank erosion repairs to the pond at the 301 entryway of the parcel F Townhomes.

87

On a Motion by Ms. Evans, seconded by Mr. Gainer, with all in favor, the Board of Supervisors approved the pond bank erosion repairs proposal in the amount of \$2,651.94, for the Belmont II Community Development District.

88
89 The trapper for Belmont CDD for the conservation area to the west of the
90 community is offering to install free No Trespass signs around Belmont II
91 CDD's portion of the conservation area. Mr. Elias showed the board a photo
92 of the signs.
93

On a Motion by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Board of Supervisors accepted the offer and approved the installation of free no trespassing signs, for the Belmont II Community Development District.

94
95 **NINTH ORDER OF BUSINESS**

Supervisor Requests

96
97 Ms. Evans requested that resumes be added to the next agenda for Board
98 Supervisor seats.

99
100 Board discussed the upcoming elections.

101
102 **TENTH ORDER OF BUSINESS**

Adjournment

103

On a Motion by Mr. Gainer, seconded by Ms. Campagna, with all in favor, the Board of Supervisors adjourned the meeting at 10:01 a.m. for the Belmont II Community Development District.

104
105
106
107
108 _____
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 December 2023 For Board Approval

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

The total items being presented: **\$892,228.46**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

BELMONT II COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

December 1, 2023 Through December 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Belmont CDD	100174	IA2024-100123	Interlocal Agreement (2023-2024) 10/23	\$ 36,118.21
Belmont CDD	100175	IA2024-110123	Interlocal Agreement (2023-2024) 11/23	\$ 36,118.21
Belmont CDD	100179	Interlocal 12/23	Interlocal Expansion Payment 12/23	\$ 750,000.00
Benjamin D Gainer	100183	BG121923	Board of Supervisor Meeting 12/19/23	\$ 200.00
Fieldstone Landscape Services	100176	20961	Landscape Maintenance 10/23	\$ 10,998.00
Fieldstone Landscape Services	100176	21221	Irrigation Repairs 10/23	\$ 3,059.00
Fieldstone Landscape Services	100176	21328	Landscape Maintenance 11/23	\$ 10,998.00
Fieldstone Landscape Services	100176	21400	Plant Install 10/23	\$ 7,488.92
Fieldstone Landscape Services	100176	21446	Irrigation Service Call 11/23	\$ 952.00
Fieldstone Landscape Services	100176	21448	Irrigation Repairs 11/23	\$ 383.13
Fieldstone Landscape Services	100180	21565	Landscape Maintenance 12/23	\$ 10,998.00
Fieldstone Landscape Services	100180	21629	Irrigation Repairs 11/23	\$ 525.00
Heidt Design, LLC	100181	49579	Engineering Services 11/23	\$ 112.50
Hillsborough County BOCC	ACH	4108294164 11/23	Comm Irrigation Meters 11/23	\$ 2,274.12

BELMONT II COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

December 1, 2023 Through December 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Kelly Evans	100184	KE121923	Board of Supervisor Meeting 12/19/23	\$ 200.00
Kutak Rock, LLP	100177	3310015	Legal Services 10/23	\$ 1,005.00
Lori Campagna	100185	LC121923	Board of Supervisor Meeting 12/19/23	\$ 200.00
Rizzetta & Company, Inc.	100173	INV0000085704	District Management Fees 12/23	\$ 4,388.26
Sitex Aquatics, LLC	100178	7608B	Lake Maintenance 11/23	\$ 1,510.00
Sitex Aquatics, LLC	100182	7742-B	Lake Maintenance 12/23	\$ 1,510.00
TECO	ACH	221008591739 11/23	9743 Lemon Drop Loop, Unit 2F 11/23	\$ 2,052.73
TECO	ACH	TECO Summary 11/23	Electric Service 11/23	\$ 10,767.88
Times Publishing Company	100186	0000319018 12/06/23	Legal Advertising 12/23	<u>\$ 369.50</u>
Report Total				<u><u>\$ 892,228.46</u></u>

Tab 9

(1)



Belmont Pond By Public's

Created: Thu, 1/18/2024

Pond is clean and trash picked up.



(2)



Pond By Public's

Created: Thu, 1/18/2024

Mowed and detailed trash and debris removed



(3)



Monument At 301 Entrance

Created: Thu, 1/18/2024

Trimmed and weeded. Will need mulch this spring

(4)



Monument At Entrance

Created: Thu, 1/18/2024

Trimmed and weeded. Would recommend to mulch entrances

(5)



Pond On North Side Of Entrance

Created: Thu, 1/18/2024

Mowed and edged. Trash was picked up by crew a day earlier. Minimal trash the next day.



(6)



Front Of Property

Created: Thu, 1/18/2024

Mowed and pond edges trimmed. Trash situation is getting better



(7)



Pond South If Entrance

Created: Thu, 1/18/2024

This is before erosion repair is completed. Pond is clean, mowed and edged

(8)



Common Area On Back Of Townhomes

Created: Thu, 1/18/2024

Mowed, edged and line trimmed. Will check trees in a couple weeks to make sure we haven't lost any. Will need to mulch trees this spring.

(9)



West Entrance Monument

Created: Thu, 1/18/2024

Trimmed and weeded. Will need to add mulch

(10)



Back Common Area Behind Townhomes

Created: Thu, 1/18/2024

Mowed, edged and line trimmed

(11)



West Side If Road Behind Townhomes

Created: Thu, 1/18/2024

Turf fertilized, mowed, edged and line trimmed

(12)



Pond At Belmont CDD

Created: Thu, 1/18/2024

One of the interior ponds at Belmont CDD

(13)



Interior Pond At Belmont CDD

Created: Thu, 1/18/2024

Bi- weekly service this time of year. Pond will be mowed next visit.

(14)



Second Interior Pond

Created: Thu, 1/18/2024

Mowed, pond bank trimmed and any trash picked up



(15)



First Interior Pond

Created: Thu, 1/18/2024

Edged and mow next visit. Bi weekly service this time of year.



(16)



Entrance Pond

Created: Thu, 1/18/2024

Turf is healthy and green for time of year. Pond banks line trimmed

(17)



Entrance Pond

Created: Thu, 1/18/2024

Mowed and pond bank line trimmed

(18)



Entrance Pond

Created: Thu, 1/18/2024

Mowed and line trimmed any debris or trash picked up

(1)



Belmont West Entrance Pond

Created: Wed, 2/7/2024

Mowed and line trimmed. Pond is clean

(2)



Belmont West Entrance Pond 2

Created: Wed, 2/7/2024

Mowed, line trimmed and clean



(3)



Back Pond By Power Station

Created: Wed, 2/7/2024

Mowed, line trimmed and clean



(4)



Belmont West Pond

Created: Wed, 2/7/2024

Clean and maintained

(5)



Second Pond In Back -west Of Power Station

Created: Wed, 2/7/2024

Clean and maintained



(6)



West Entrance To Townhomes

Created: Wed, 2/7/2024

West entrance to townhomes- turf weeds sprayed and turning brown. Need to apply fertilizer. Scheduled for 2-8-24



(7)



West Behind Townhomes

Created: Wed, 2/7/2024

Turf weeds have been treated. Turf needs fertilization. Scheduled for 2-8-24



(8)



Front Pond By Townhomes

Created: Wed, 2/7/2024

Some debris in pond but minimal. Mowed and trimmed



(9)



Entrance To Townhomes

Created: Wed, 2/7/2024

Plants look healthy, could use mulch to be freshened up



(10)



Front Of Townhomes

Created: Wed, 2/7/2024

Some debris present but continuous concern with stores adjacent to property



(11)



Front Entrance Pond - North Side

Created: Wed, 2/7/2024

Mowed and line trimmed

(12)



Entrance Pond South Of Gate

Created: Wed, 2/7/2024

Bank erosion repair completed

(13)



South Pond At Entrance

Created: Wed, 2/7/2024

Algae present and needs treating



1-19-24

Belmont II CDD - #15484 - Belmont II CDD-Landscape Management Contract Addendum-5/1/23

10141 Count Fleet Drive
Ruskin, FL 33573

CM - Monthly Chemical

Materials: Fertilizer 0-0-25 Lesco Kflow 2.5 Gal 100%Potassium / Fertilizer 0-0-62 100% MOP 50 lbs / Fertilizer 18-0-10 50% Allectus #50 FI Only

	Hours		
1. Daniel Reid			
2.		Estimated Hours	8.53
3.		Actual Hours	0.00
4.		Remaining Hours	8.53
5.			

Materials	Qty	Units	Notes
Fertilizer 0-0-25 Lesco Kflow 2.5 Gal 100% Potassium	131.25	oz	Treated plants for
Fertilizer 18-0-10 50% Allectus #50 FI Only	56.00	lb	fungus & insect
Fertilizer 24-0-11 75%Polyplus As Mop 3Fe	60.67	lb	activity throughout
Fertilizer Macron 20-20-20 25#Pail	2.75	lb	property
Fungicide Lesco Spectator T&O	1.00	oz	
Herbicide Specticle Total Herbicide	2.04	oz	
Chemical Labor	8.53	hr	*Property is very
Insecticide Bandit	25.46	oz	wet from irrigation
Insecticide Bifenthrin I/T Insecticide	14.58	oz	running during the
Insecticide Bifenxts Insecticide -1G	2.19	oz	day
Insecticide Triple Crown T&O Site One	14.58	oz	
Fertilizer Micros Iron + Chelated 12N6Fe 2Mn	14.58	oz	
Fertilizer Micros T&O Chelated	162.50	oz	
Fertilizer 24-0-11 Basic Nutrition	60.67	lb	
Herbicide Prodiamine	21.87	oz	
Fungicide Myclobutanil	17.50	oz	
Fertilizer 8-0-10 100%SRN	83.33	lb	
Insecticide Orthene	9.17	oz	
Insecticide Bandit 0.5G	12.50	lb	
Fertilizer 0-0-62 100% MOP 50 lbs	14.58	lb	

Avu 10n - 10⁰²

merit - 8⁰²

Black bfo - 64⁰²

Tab 10



MONTHLY REPORT

FEBRUARY, 2024



BELMONT 1 & 2 CDD

PASEO AL MAR BLVD
RIVERVIEW, FL 33573
26 PONDS

Legend



Prepared for: Debby Bayne Wallace

Prepared By: Devon Craig

SUMMARY:

The cool air is definitely here and cooling the water temperature as well. This typically reduces algae blooms and submerged growth. During these cool weeks when a warm day or two happen we will see minor algae blooms as a result. Ponds are in great shape and ready to transition to spring.



Pond #200 Treated for Algae and Shoreline Vegetation.



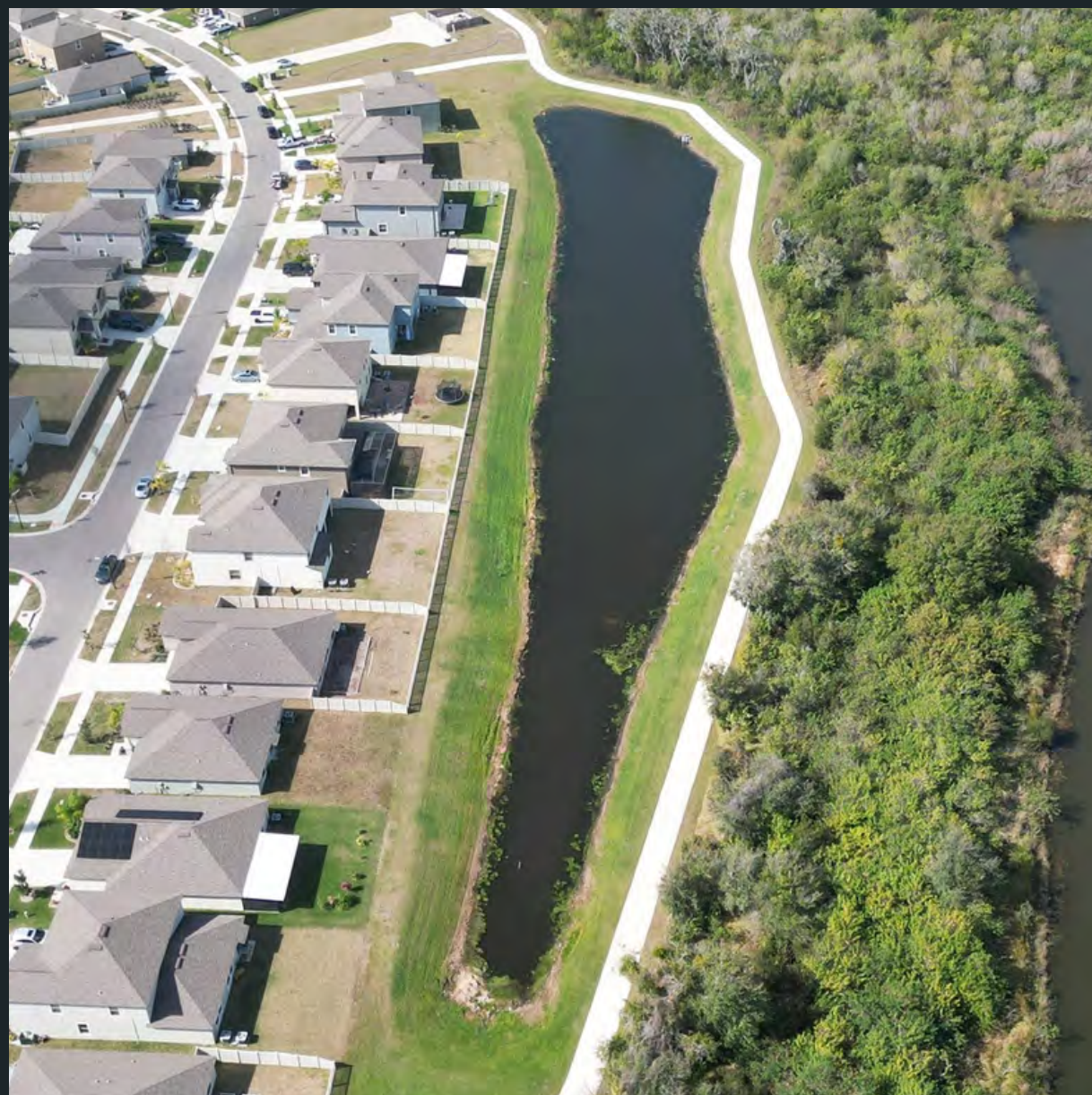
Pond #210 Treated for Algae and Shoreline Vegetation.



Pond #220 Treated for Shoreline Vegetation.



Pond #230 Treated for Shoreline Vegetation.



Pond #240 Treated for Algae and Shoreline Vegetation.



Pond #250 Treated for Algae and Shoreline Vegetation.



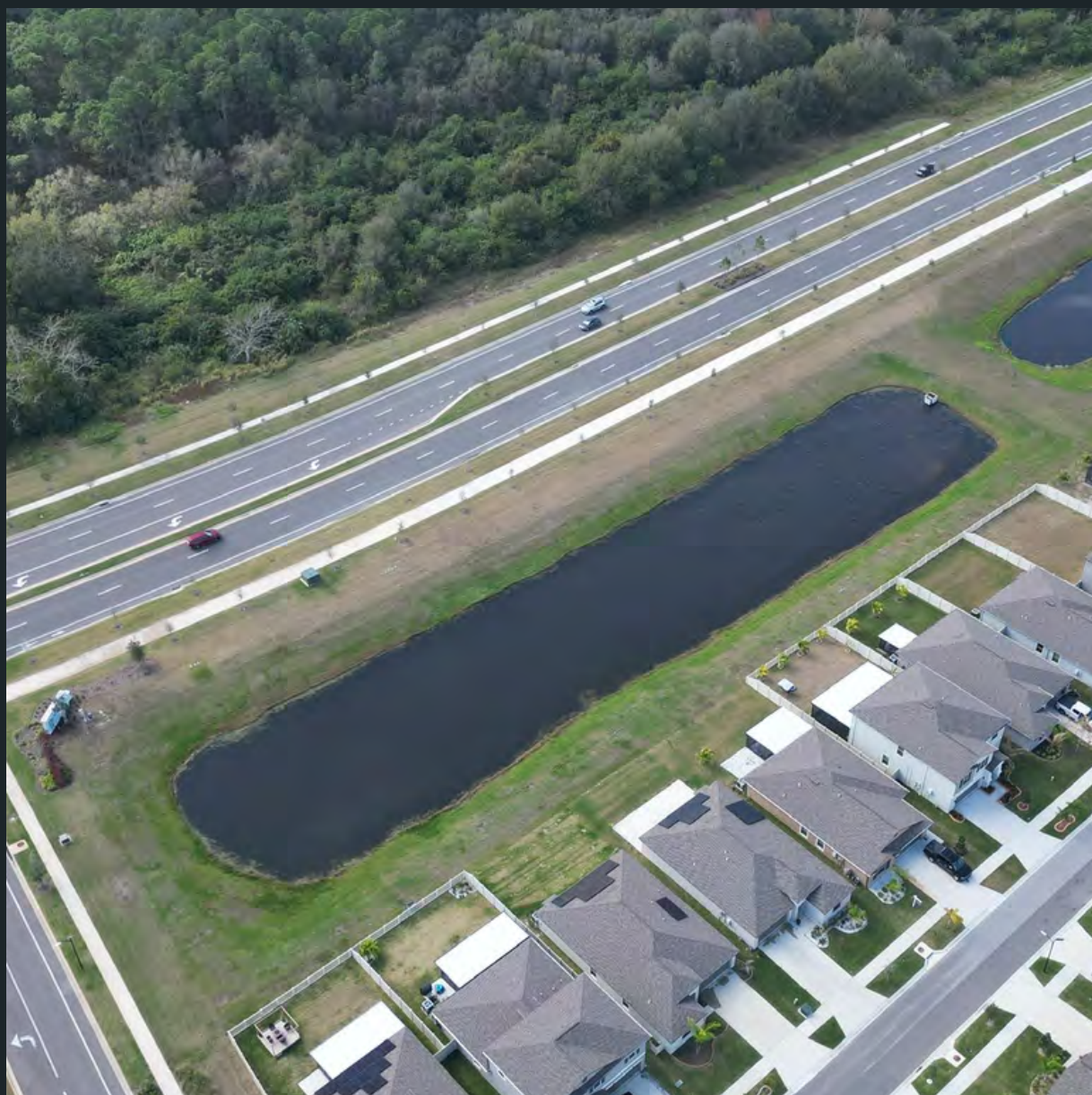
Pond #260 Treated for Shoreline Vegetation.



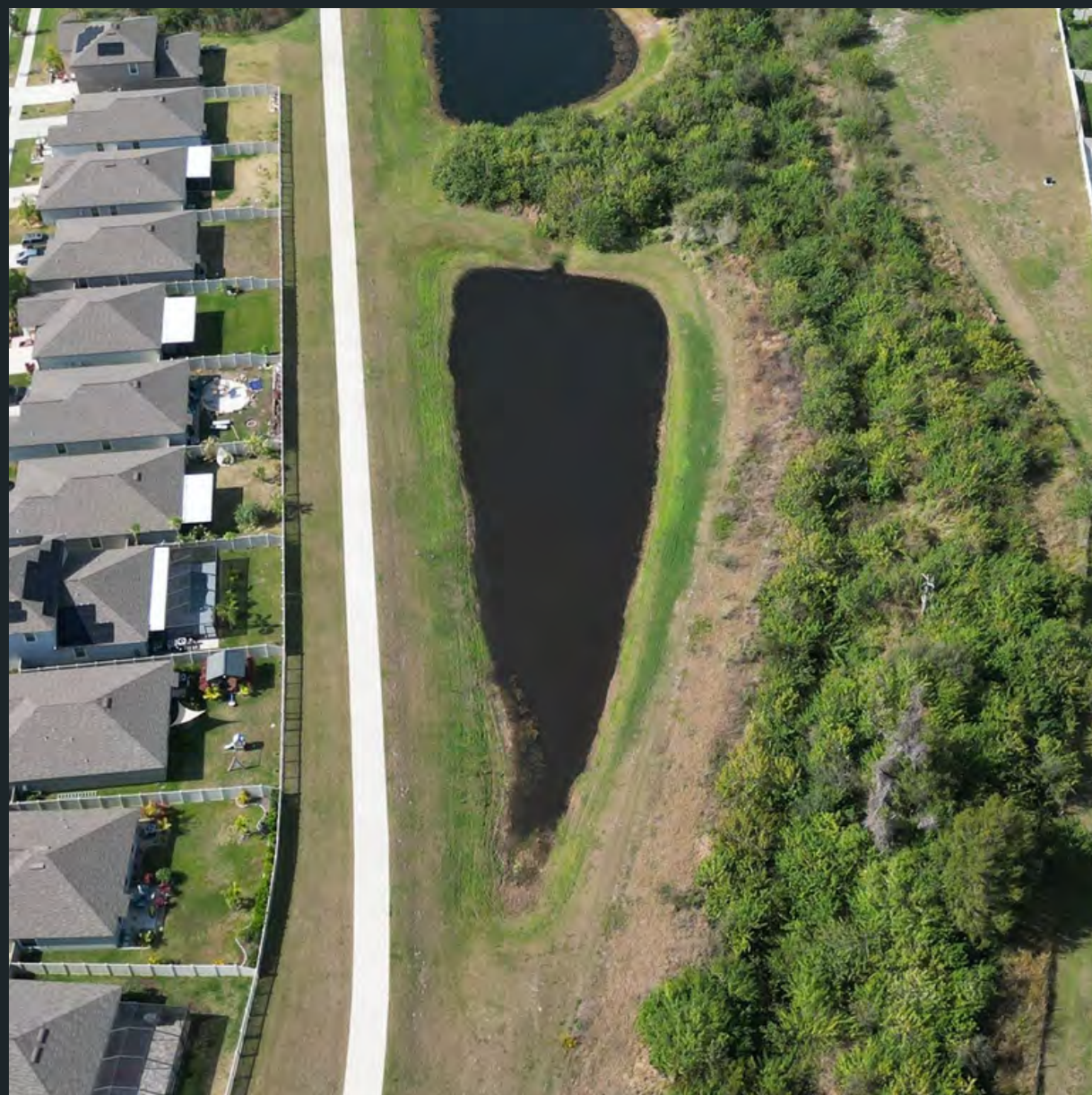
Pond #270 Treated for Shoreline Vegetation.



Pond #280 Treated for Shoreline Vegetation.



Pond #290 Treated for Shoreline Vegetation.



Pond #FP200 Treated for Algae and Shoreline Vegetation.



Pond #FP210 Treated for Algae and Shoreline Vegetation.

Tab 11



Rizzetta & Company

UPCOMING DATES TO REMEMBER

- **Next Meeting:** March 19, 2024 at 9:30 am

District Manager's Report

February 20

2024

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C
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D

<u>FINANCIAL SUMMARY</u>		<u>12/31/2023</u>
General Fund Cash & Investment Balance:		\$ 1,090,634
Reserve Fund Cash & Investment Balance:		\$10,000
Debt Service Fund Investment Balance:		\$1,328,443
Total Cash and Investment Balances:		\$2,429,077
General Fund Expense Variance:	\$94,836	Under Budget

2/1/2024 Site Visit Report – Attached.

From: Debby Bayne-Wallace <dbwallace@rizzetta.com>
Sent: Friday, February 2, 2024 8:01 AM
To: Kelly Evans <kelly.evans@lennar.com>; Elizabeth moore <Emoore@fieldstonels.com>
Cc: Wesley Elias <WElias@rizzetta.com>
Subject: Belmont II CDD - 2/1/2024 Site Visit

Kelly/Liz

Please see the photos and notes below. There is just one item in red for pond maintenance. All landscaping is well maintained. Please let me know if you have any questions.

Thank you.

Debby Wallace

Regional Manager

813.933.5571 Ext: 8814
dbwallace@rizzetta.com

rizzetta.com

Board Of Supervisors: In an effort to maintain compliance with the Florida Sunshine Law, please do not reply globally to this notification. Any questions should be directed to the sending party only or to the Management Office at (813) 933-5571.

This electronic message transmission and any attachments contain information from Rizzetta & Company, Inc. which may be confidential or privileged. The information is solely intended for the use of the individual or entity named above. If you are not the intended recipient, be aware that any disclosure, copying, distribution or use of the contents of this information is prohibited. If you have received this electronic transmission in error, please immediately notify us by return email or telephone at (888) 208-5008 and delete the original message. Under Florida law, certain written communications with the sender of this message may be subject to public records disclosure requirements. Please be aware of this possibility when including personal information in your communications. Unless specifically indicated, the contents of this electronic message and its related attachments (including forwarded messages) do not constitute a legal opinion on behalf of the sender and/or Rizzetta & Company, Inc. Recipients of this message, whether directly addressed or not, should not rely upon or otherwise construe this message as legal advice. The sender is not a licensed financial advisor or securities broker; any financial topics addressed herein are for informational purposes and do not constitute investing advice. Thank you.



Interlocal areas well maintained.





Ponds and pond banks well maintained.







Seattle Slew pocket park is looking better.







Along Gallant Man Rd. Pond and landscaping well maintained.





Entryways to parcel F townhomes well maintained.



Algae in the pond and creek along the entryway to parcel F townhomes by 301.

I sent an email to Sitex already.



Tab 12



Quarterly Compliance Audit Report

Belmont II

Date: December 2023 - 4th Quarter

Prepared for: Scott Brizendine

Developer: Rizzetta

Insurance agency:



Preparer:

Jason Morgan - *Campus Suite Compliance*

ADA Website Accessibility and Florida F.S. 189.069 Requirements

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Compliance Audit

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ADA Compliance Categories	7
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Compliance Audit Overview

The Community Website Compliance Audit (CWCA) consists of a thorough assessment of Florida Community Development District (CDD) websites to assure that specified district information is available and fully accessible. Florida Statute Chapter 189.069 states that effective October, 2015, every CDD in the state is required to maintain a fully compliant website for reporting certain information and documents for public access.

The CWCA is a reporting system comprised of quarterly audits and an annual summary audit to meet full disclosure as required by Florida law. These audits are designed to assure that CDDs satisfy all compliance requirements stipulated in Chapter 189.069.

Compliance Criteria

The CWCA focuses on the two primary areas – website accessibility as defined by U.S. federal laws, and the 16-point criteria enumerated in [Florida Statute Chapter 189.069](#).



ADA Website Accessibility

Several federal statutes (American Disabilities Act, Sec. 504 and 508 of the Rehabilitation Act of 1973) require public institutions to ensure they are not discriminating against individuals on the basis of a person's disability. Community websites are required to conform to web content accessibility guidelines – [WCAG 2.1](#), which is the international standard established to keep websites barrier-free and the recognized standard for ADA-compliance.



Florida Statute Compliance

Pursuant to F.S. [189.069](#), every CDD is required to maintain a dedicated website to serve as an official reporting mechanism covering, at minimum, 16 criteria. The information required to report and have fully accessible spans: establishment charter or ordinance, fiscal year audit, budget, meeting agendas and minutes and more. For a complete list of statute requirements, see page 3.

Audit Process

The Community Website Compliance Audit covers all CDD web pages and linked PDFs.* Following the [WCAG 2.1](#) levels A, AA, and AAA for web content accessibility, a comprehensive scan encompassing 312 tests is conducted for every page. In addition, a human inspection is conducted to assure factors such as navigation and color contrasts meet web accessibility standards. See page 4 for complete accessibility grading criteria.

In addition to full ADA-compliance, the audit includes a 16-point checklist directly corresponding with the criteria set forth in Florida Statute Chapter 189.069. See page 5 for the complete compliance criteria checklist.

* **NOTE:** Because many CDD websites have links to PDFs that contain information required by law (meeting agendas, minutes, budgets, miscellaneous and ad hoc documents, etc.), audits include an examination of all associated PDFs. **PDF remediation** and ongoing auditing is critical to maintaining compliance.



ADA Website Accessibility

Result: **PASSED**

Accessibility Grading Criteria

Passed	Description
Passed	Website errors* 0 WCAG 2.1 errors appear on website pages causing issues**
Passed	Keyboard navigation The ability to navigate website without using a mouse
Passed	Website accessibility policy A published policy and a vehicle to submit issues and resolve issues
Passed	Color contrast Colors provide enough contrast between elements
Passed	Video captioning Closed-captioning and detailed descriptions
Passed	PDF accessibility Formatting PDFs including embedded images and non-text elements
Passed	Site map Alternate methods of navigating the website

*Errors represent less than 5% of the page count are considered passing

**Error reporting details are available in your Campus Suite Website Accessibility dashboard



Florida F.S. 189.069 Requirements

Result: **PASSED**

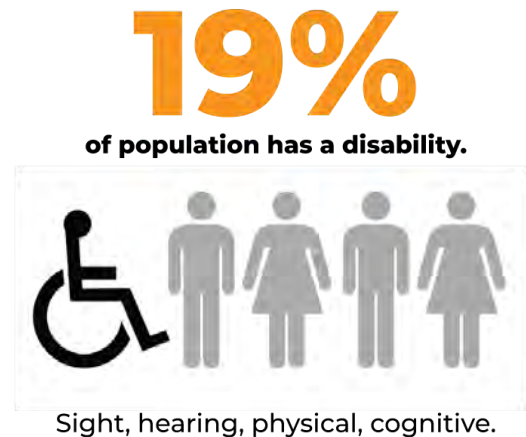
Compliance Criteria

Passed	Description
Passed	Full Name and primary contact specified
Passed	Public Purpose
Passed	Governing body Information
Passed	Fiscal Year
Passed	Full Charter (Ordinance and Establishment) Information
Passed	CDD Complete Contact Information
Passed	District Boundary map
Passed	Listing of taxes, fees, assessments imposed by CDD
Passed	Link to Florida Commission on Ethics
Passed	District Budgets (Last two years)
Passed	Complete Financial Audit Report
Passed	Listing of Board Meetings
N/A	Public Facilities Report, if applicable
Passed	Link to Financial Services
Passed	Meeting Agendas for the past year, and 1 week prior to next

Accessibility overview

Everyone deserves equal access.

With nearly 1-in-5 Americans having some sort of disability – visual, hearing, motor, cognitive – there are literally millions of reasons why websites should be fully accessible and compliant with all state and federal laws. Web accessibility not only keeps board members on the right side of the law, but enables the entire community to access all your web content. The very principles that drive accessible website design are also good for those without disabilities.



The legal and right thing to do

Several federal statutes (American Disabilities Act, Sec. 504 and 508 of the Rehabilitation Act of 1973) require public institutions to ensure they are not discriminating against individuals on the basis of a person's disability. Community websites are required to conform to web content accessibility guidelines, WCAG 2.1, the international standard established to keep websites barrier-free. Plain and simple, any content on your website must be accessible to everyone.



ADA Compliance Categories

Most of the problems that occur on a website fall in one or several of the following categories.



Contrast and colors

Some people have vision disabilities that hinder picking up contrasts, and some are color blind, so there needs to be a distinguishable contrast between text and background colors. This goes for buttons, links, text on images – everything. Consideration to contrast and color choice is also important for extreme lighting conditions.

Contract checker: <http://webaim.org/resources/contrastchecker>



Using semantics to format your HTML pages

When web page codes are clearly described in easy-to-understand terms, it enables broader sharing across all browsers and apps. This ‘friendlier’ language not only helps all the users, but developers who are striving to make content more universal on more devices.



Text alternatives for non-text content

Written replacements for images, audio and video should provide all the same descriptors that the non-text content conveys. Besides helping with searching, clear, concise word choice can make vivid non-text content for the disabled.

Helpful article: <http://webaim.org/techniques/alttext>



Ability to navigate with the keyboard

Not everyone can use a mouse. Blind people with many with motor disabilities have to use a keyboard to make their way around a website. Users need to be able to interact fully with your website by navigating using the tab, arrows and return keys only. A “skip navigation” option is also required. Consider using [WAI-ARIA](#) for improved accessibility, and properly highlight the links as you use the tab key to make sections.

Helpful article: www.nngroup.com/articles/keyboard-accessibility

Helpful article: <http://webaim.org/techniques/skipnav>



Easy to navigate and find information

Finding relevant content via search and easy navigation is a universal need. Alt text, heading structure, page titles, descriptive link text (no ‘click here’ please) are just some ways to help everyone find what they’re searching for. You must also provide multiple ways to navigate such as a search and a site map.

Helpful article: <http://webaim.org/techniques/sitetools/>



Properly formatting tables

Tables are hard for screen readers to decipher. Users need to be able to navigate through a table one cell at a time. In addition to the table itself needing a caption, row and column headers need to be labeled and data correctly associated with the right header.

Helpful article: <http://webaim.org/techniques/tables/data>



Making PDFs accessible

PDF files must be tagged properly to be accessible, and unfortunately many are not. Images and other non-text elements within that PDF also need to be ADA-compliant. Creating anew is one thing; converting old PDFs – called PDF remediation – takes time.

Helpful articles: <http://webaim.org/techniques/acrobat/acrobat>



Making videos accessible

Simply adding a transcript isn't enough. Videos require closed captioning and detailed descriptions (e.g., who's on-screen, where they are, what they're doing, even facial expressions) to be fully accessible and ADA compliant.

Helpful article: <http://webaim.org/techniques/captions>



Making forms accessible

Forms are common tools for gathering info and interacting. From logging in to registration, they can be challenging if not designed to be web-accessible. How it's laid out, use of labels, size of clickable areas and other aspects need to be considered.

Helpful article: <http://webaim.org/techniques/forms>



Alternate versions

Attempts to be fully accessible sometimes fall short, and in those cases, alternate versions of key pages must be created. That is, it is sometimes not feasible (legally, technically) to modify some content. These are the 'exceptions', but still must be accommodated.



Feedback for users

To be fully interactive, your site needs to be able to provide an easy way for users to submit feedback on any website issues. Clarity is key for both any confirmation or error feedback that occurs while engaging the page.



Other related requirements

No flashing

Blinking and flashing are not only bothersome, but can be disorienting and even dangerous for many users. Seizures can even be triggered by flashing, so avoid using any flashing or flickering content.

Timers

Timed connections can create difficulties for the disabled. They may not even know a timer is in effect, it may create stress. In some cases (e.g., purchasing items), a timer is required, but for most school content, avoid using them.

Fly-out menus

Menus that fly out or down when an item is clicked are helpful to dig deeper into the site's content, but they need to be available via keyboard navigation, and not immediately snap back when those using a mouse move from the clickable area.

No pop-ups

Pop-up windows present a range of obstacles for many disabled users, so it's best to avoid using them altogether. If you must, be sure to alert the user that a pop-up is about to be launched.

Web Accessibility Glossary

Assistive technology	Hardware and software for disabled people that enable them to perform tasks they otherwise would not be able to perform (e.g., a screen reader)
WCAG 2.0	Evolving web design guidelines established by the W3C that specify how to accommodate web access for the disabled
504	Section of the Rehabilitation Act of 1973 that protects civil liberties and guarantees certain rights of disabled people
508	An amendment to the Rehabilitation Act that eliminates barriers in information technology for the disabled
ADA	American with Disabilities Act (1990)
Screen reader	Software technology that transforms the on-screen text into an audible voice. Includes tools for navigating/accessing web pages.
Website accessibility	Making your website fully accessible for people of all abilities
W3C	World Wide Web Consortium – the international body that develops standards for using the web