

# 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](http://www.belmont2cdd.org)

March 7, 2022

**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, March 15, 2022 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 Updated Landscape Proposal ..... Tab 1
  - B. Interlocal Agreement Additional Proposals
    - i. Tennis Court & Monument Lights Proposals ..... Tab 2
- 4. BUSINESS ADMINISTRATION**
  - A. Consideration of Minutes of Audit Committee  
Regular Meeting held on February 15, 2022 ..... Tab 3
  - B. Consideration of Minutes of Board of Supervisors  
Regular Meeting held on February 15, 2022 ..... Tab 4
  - C. Consideration of Operation & Maintenance  
Expenditures for January 2022 ..... Tab 5
- 5. STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
  - C. Landscape and Irrigation Update
  - D. Aquatic Report ..... Tab 6
  - E. District Manager ..... Tab 7
- 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  
District Manager

# Tab 1



**BELMONT II CDD  
10141 Count Fleet Drive,  
Ruskin, FL 33573**

March, 1 2022

Thank you for the opportunity to submit our proposal for the Landscape Maintenance of your community. At Fieldstone Landscape Services we recognize the significance of protecting your investment and have complete confidence in the superiority of our services. We take pride in providing exceptional communication, customer service, and the highest quality work.

Our primary goal is to build strong, trustworthy relationships that last. We look forward to beginning this process with you.

Fieldstone is the leader in landscape management in the Tampa Bay area that employs a dedicated staff of professionals consisting of Certified Maintenance Technicians, Licensed Irrigation Contractors and Certified Horticulturalists. Our department heads are specialist in their own fields. They work in conjunction with a common goal of maintaining a high standard in the property's overall appearance.

Thank you for taking the time to look into our company. We feel confident that given the opportunity, we will exceed all of your expectations.

Sincerely,

Chris Eastman  
President



**BELMONT II CDD  
10141 Count Fleet Drive,  
Ruskin, FL 33573**

**Service - Summary**

**Landscape Maintenance Services (All Common Areas) - 42 Services per Year**

- Weekly service (April - October)
- Bi-Weekly service (November - March)
- Mow, Edge, Line-Trim all turf areas
- Prune, Trim, Weed, Cultivate all shrubs and shrub beds to maintain proper plant size and shape
- Blow off hard surfaces
- Renewal Prune as needed
- Trim trees below 12 feet in height, elevating the bottoms to a minimum of 8 feet for clearance

**Landscape Maintenance Services (Pond Services) - 24 Services per Year**

- Mow & line trim all ponds each service

**Fertilization, Insect & Disease Control Services - 12 Services per Year**

- Ornamental Shrubs - As specified (2) times per year
- St Augustine - As specified (4) times per year
- Integrated Pest Management - As specified (6) times per year
- Visual Inspections completed during IPM Services

**Irrigation System Maintenance Services - 12 Services per Year**

- Run and Inspect all Irrigation Zones (12) times per year
- Adjust Irrigation Heads for to ensure maximum coverage
- Remove debris from Irrigation Nozzles
- Visual inspections for dry spots, malfunctioning, broken heads, leaks, staining during normal irrigation inspections
- Irrigation Repair Pre-Approval \$250.00 per month

**Total cost per month: \$12,115.00**

**Total cost per year: \$145,380.00**

Initial \_\_\_\_\_



**BELMONT II CDD  
10141 Count Fleet Drive,  
Ruskin, FL 33573**

**Optional Additional Services Available for Purchase**

**Mulch**

- Hand Install mulch ranges from \$65.00 - \$75.00 per yard depending on quantity.
- Blown in mulching typically for \$55.00 per yard depending on quantity

**Annuals**

- Install annual flowers at a cost of \$2.25 per annual. This includes all of the 4" flowers, labor, fertilizer and we warranty the flowers for 3 months, excluding acts of God and vandalism.

**Palm Tree Trimming**

- Trim all palm trees on property. Pricing varies based on quantity, type of palm and sizing



**TERMS AND CONDITIONS:**

**Owner**

**Belmont II CDD**  
10141 Count Fleet Drive,  
Ruskin, FL 33573

**Contractor**

**Fieldstone Landscape Services**  
4801 122nd Avenue North  
Clearwater, FL 33762

The Owner and Contractor agree as Follows:

1. Scope of Work

- Contractor shall furnish all labor, equipment, materials, and supervision to maintain the grounds of the property per attached service summary.

2. Owner's Responsibility

- Owner shall be responsible for access to the property.

3. Term of Contract

- Contract period will be one (1) year from contract commencing date of: **3/1/2022**

4. Contract Sum

- Owner shall pay Contractor in current funds for the performance of the work in the contract sum of: **\$145,381.56**

5. Progress Payments

- Contractor will submit request for payment on or around the 1st of each month.
- Owner will make monthly payments of **\$12,115.00** for the amount due within 30 days thereafter.

6. Changes in Work

- Owner may order changes in the scope of work consisting of additions, deletions, and/or modifications.
- Contract sum will be adjusted accordingly.

7. Termination of the Contract

- If Owner fails to make payment for a period of forty-five (45) days, Contractor may



terminate Contract and recover from Owner payment for all work performed.

- Owner may terminate Contract upon thirty (30) days written notice delivered via certified mail to Contractor.

#### 8. Considerations for Insurance, Licenses, Permits and Liability

- Contractor will carry liability amounts and Worker's Compensation coverage required by law on all operators and employees and requires same of any sub-contractors and provides proof of same to the Client.
- Contractor responsible for obtaining any licenses and/or permits required by law for activities on Client's property.
- Prior to commencing work, Contractor shall have insurance company or companies, which are acceptable to the Owner, execute a Certificate of Insurance form and file copy of the same with Owner. Certificates shall contain ten (10) day notice of termination to Owner clause.
- Contractor shall maintain at own expense such insurance as will protect Contractor from claims under Workman's Compensation and public liability, property damage and other such insurance in the following amounts:

##### **General Liability**

- General Aggregate           \$2,000,000
- Products-Comp/Op Agg.   \$2,000,000
- Personal & Adv. Injury   \$1,000,000
- Each Occurrence           \$1,000,000
- Med. Expense (any one person)   \$10,000

##### **Automobile Liability**

- Combined Single Limit   \$1,000,000

##### **Umbrella Liability**

- Each Occurrence           \$3,000,000
- Aggregate                   \$3,000,000

#### 9. Situations which Contractor may deem responsibility

- Any damage due to operation of equipment in performing Contract.
- Failure to comply with all laws pertaining to protected plant species, such as Mangroves.
- Damage to plant material due to improper horticultural practices.
- Improper replacement or retrofitting of irrigation system components.



#### 10. Situations which Contractor may deem not responsibility

- Contractor not responsible for death or decline of plant material due to improper selection, placement, planting or maintenance done before the time of this Contract.
- Contractor is not responsible for damage due to improper irrigation components existing at the the time of Contract execution, exposed cables/wires or sprinkler components/lines normally found below the lawn's surface. Also flooding, storm, wind, fire, cold damages or any other Act of God are not included in contract.
- Contractor is not responsible for damage due to disease or damage to lawns or landscape plants caused by excessive irrigation or lack of water due to inoperative irrigation components, or irrigation restrictions imposed by the Water Management District or civil authorities.
- Contractor is not responsible for damage caused by, or to any hidden item in the landscape that are not clearly guarded or marked.
- Contractor is not responsible for damage due to vandalism

#### 11. Billing Process and Payment Terms

- Payment Terms are Net 30 in order to assist in financing our operations which in turn leads to better service for our customers.
- Monthly billings will be made on the 1st day of the month, for all services to be performed for that month.
- Owner shall agree to pay interest in the amount of 1.5% per month on all accounts not received within (45) days past due. Further, Owner shall be responsible for any collection costs and attorney fees incurred by Fieldstone Landscape Services LLC., in collection of sums past due under this Agreement.
- Payment is due upon receipt of invoice.
- Contractor will maintain throughout the term of this Agreement general liability insurance and worker's compensation insurance. If requested, the contractor shall furnish a Certificate of Insurance describing coverage in effect and naming the Association as an additional insured.

#### 12. Term

- This Agreement shall remain in force for a period of (1) year from contract date. If, upon expiration of this Agreement, a new Agreement has not been executed by both parties, this Agreement shall automatically be renewed for a period of (1) year from the date of expiration of the previous term at the annual fees stated with the addition of a 3% cost of living increase.

#### 13. No Service





- Client acknowledges that Contractor closes operations for a period of ten days each year for the holidays from December 24th through January 4. During this time of year Contractor will make every effort to ensure Client has received its service. Contractor may have to change the normal day of service to ensure its service is completed.

14. Fuel Surcharge

- For purposes of this Agreement, the standard price for (1) gallon of regular unleaded fuel shall be specified as the Florida average price per the Florida Attorney General's office. In the event that the average price is escalated over that of \$4.00 per gallon, a 3% fuel surcharge shall be added to each invoice. The 3% fuel surcharge will be suspended from all future invoices when the average gallon price drops below that of \$4.00 per gallon, however, the charge may again be implemented in the future invoices should the average gallon price again escalates over the established \$4.00 base price.

**AGREED TO AND SIGNED BY THE FOLLOWING:**

**Owner: Belmont II CDD**

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Contractor: Fieldstone Landscape Services LLC**

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## **I. Company Support**

### **Resource Capacity**

At Fieldstone Landscape Services we strive to distinguish ourselves by offering a complete package of Landscape Management services. We offer a wide range of services including: Landscape Maintenance, Landscape Enhancements, Turf Care, Irrigation Repairs & Installation, and Arbor Care.

Our focus at Fieldstone is to assemble the best team for the management of your property's landscape based upon our analysis of the total scope of work and the maintenance schedule. Our typical staffing model may be subject to minor changes and substitutions depending upon the final scope and maintenance schedule. The Landscape Maintenance Team is likewise provisional and by no means is this final, as new talent always joining the firm and the fact that local personnel will be hired to fill many positions in the project work force.

## **II. Customer Satisfaction**

### **Quality Control and Quality Assurance**

Providing a quality product and service is the joint concern of all members of Fieldstone Landscape Services. The first step in providing quality products and services is to develop a realistic cost estimate and maintenance schedule that meets the Owner's needs yet allows for innovation and creativity in exceeding customer expectations. The internal checks provided by Fieldstone Landscape Services Team have been described in other parts, what follows here is a description of the tools used to manage all customers on a daily basis.

### **Client Retention**

Customer satisfaction is the number one priority of Fieldstone Landscape Services. It is our mission to develop long lasting relationships with our customers. This can best be exemplified by our consistent retention of customers which exceeds 90% each annual renewal period. Our relationships with our customers are second to none largely in part due to our management team and their countless efforts to satisfy their every need.

We believe that our retention of customers speaks for itself and is the best measurement when measuring customer satisfaction.

## **III. Company Capabilities – Value Added Services**

### **➤ Landscape Maintenance**

Fieldstone Landscape Services offers a full service landscape maintenance program for every landscape, performed by educated and trained personnel. Our Horticulture Specialists can create a customized maintenance schedule specifically suited for the demands of your site and landscape investment.

Your account will be assigned a manager to assure personalized program development and service. The Fieldstone Landscape Services way assures that problems are solved, goals are



achieved, consultations are provided, and maintenance schedules are performed – always accurately, promptly, and dependably.

➤ ***Turf & Ornamental Management***

Fieldstone's spray department is dedicated to providing the latest state-of-the-art technology in nutrition and disease control through applications for turf, trees, shrub care, pest/weed control, and fertilization.

We work with each client to quickly diagnose turf symptoms and tree and shrub deficiencies in order to begin timely treatments.

➤ ***Irrigation Services***

Fieldstone is dedicated to providing state-of-the-art technology and superior products so you can be assured that you are getting the best possible irrigation services.

When your irrigation system requires special attention, responsiveness is essential. Fieldstone's irrigation division offers knowledgeable and reliable service options for repairs, maintenance and upgrades.

➤ ***Landscape Enhancements***

Fieldstone's landscape enhancement department specializes in assisting your property in reaching its full potential. From landscape design and installation to annual flower color, our team of designers and estimators are dedicated to delivering competitive customized bid packages for any size landscape project.

**Equipment**

Fieldstone Landscape Services has maintained a steady investment in capital resources such as modern facilities, modern equipment, and state-of-the-art technology. This inventory includes everything from specialty trucks and trailers, to mowing equipment, pay loaders, backhoes, skid steer loaders, pick-up trucks, dump trucks, and trenchers.

**Training and Safety**

The safety and well-being of our employees and every person we come in contact with is of paramount importance to our operation. It is the specific intent of Fieldstone Landscape Services to operate in compliance with all state and federal safety ordinances.



## **Landscape Management**

### **"Scope of Work"**

#### **General**

- All turf and shrub areas shall be inspected weekly for detection of disease, pest, weed, irrigation and other problems.
- We shall schedule any necessary treatments/repairs to correct any observed problems upon discovery if applicable to the contract.
- The customer shall be notified immediately of problems found and the corrective action that shall be needed/taken.
- Fieldstone Landscape Services shall not be responsible for acts of God such as freeze damage or heavy storms that would create unusual preparation, pruning or cleanup in excess of normal scope of service.
- We are also not responsible for acts of vandalism such as cars driving over areas or people damaging areas in excess of normal scope of service.

#### **Mowing**

- Mowing shall be performed as specified in "Service Summary Page". All mowing shall be performed with power lawn mowers of sufficient horsepower to leave a neat and clean appearance.
- Mowing heights for turf grass depends on type of grass but will generally be cut between 4 and 6 inches and will be varied by season to maintain the highest quality and density of turf.
- Visible clippings after each mowing shall be removed/blown off.
- All clippings shall be kept out of ornamental beds and off of all paved areas, courts, waterways, patios, breezeways and driveways.
- Mower blades will be kept sharp at all times to prevent the tearing of grass blades.
- Various mowing patterns will be employed to insure the even distribution of clippings and to prevent ruts in the turf caused by mowing equipment.

#### **Edging**

- Fieldstone shall neatly edge and trim around all hardscape areas, plant beds, curbs, streets and trees to maintain the shape and configuration of all planting areas in a clean manner, free of imperfections.
- Edging of all hard surfaces shall be performed with each mowing service and edging of all soft surfaces shall be performed every other mowing cycle.
- Edging equipment will be equipped with manufacturer's guards to deflect hazardous



debris.

- Line trimming of any edging areas shall not be used as it is very unsafe and leaves a unfinished look.

### **Line Trimming**

- Areas inaccessible to mowers shall be trimmed at the same height, the same day and the same frequency as the mowing.
- If permitted, can also be controlled by manual chemical means, as environmental conditions permit.
- All retention ponds and drainage swales will be string trimmed to maintain a neat, clean appearance.
- Standing water areas will be avoided but will have vegetative weed growth removed as needed.

### **Pruning**

- All hand pruning and shearing will have the distinct objective of retaining the plants natural shape and the original design intent.
- Fieldstone service crews will adhere to proper pruning practices, in order to promote proper growth and optimal flowering cycles. Although necessary in some cases, consistent formal "box" shearing may encourage premature plant decline and loss.
- Re-sizing or hard structural pruning will be performed at an additional cost and is not included within our standard contract
- All trimming of hedges, shrubs and ornamental plants shall be performed every three to four weeks during the spring and summer season, in a sectional manner. Your assigned Account Manager will create and distribute to the customer a copy of the color coded detail map as outlined above.
- Pruning during November through March will be addressed on an as-needed basis.
- Cleaning out of all planting beds to remove unwanted weeds, grasses, sticks and debris will be performed during these services.
- Pruning of all flowering shrubs shall be scheduled to prevent interference with their flowering cycle unless otherwise advised by the customer in advance.
- All ornamental grasses will be given a rejuvenation cutback during the months of February through March.
- Plants, hedges, shrubs and tree limbs obstructing pedestrian or automobile traffic and signage will be pruned as needed.
- Fieldstone assumes no liability for consequential or inconsequential damages arising from plant obstructions provided such obstructions are not a result of Fieldstone's negligence.
- Detailing of planted bed areas shall be performed to consistently maintain clean, debris and weed free plant beds.



- Rejuvenation pruning also known as cutbacks of plant material that is overgrown or in excess of 12" will be proposed as an extra charge by the Account Manager and only done upon approved work order.
- Ground covers will be confined to plant bed areas by manual or chemical means as environmental conditions permit.

### **Debris Removal**

- Areas littered in the landscape maintenance process will be removed by hand or power blown as conditions permit and disposed of off site.

### **Weed Control**

- Open ground between plants shall be maintained in a condition of acceptable weed density by manual or chemical means, as environmental, horticultural and weather conditions permit.

## **Irrigation Management**

### **"Scope of Work"**

- Fieldstone will be responsible for inspecting and adjusting the irrigation system each month, or as specified in service summary, for maximum efficiency and to stay ahead of any environmental concerns that are present.
- During inspections we will conduct a visual inspection of the system looking for dry spots, malfunctioning or broken heads, leaks, staining, poor coverage, weak pressure or many other irrigation related issues.
- We will adjust heads for maximum coverage for turf and shrub material and we will also clean out clogged nozzles as we find them.
- During each inspection we will inspect and adjust irrigation timers for optimal efficiency and environmental conditions.
- Seasonal adjustments will be made during this inspection.
- All irrigation components damaged by Fieldstone employees and/or operations shall be repaired at Fieldstone's expense, as long as such components were installed and functioning properly.



- After each inspection a fully detailed report will be given to designated property contact outlining all findings including any needed repairs or upgrades to the system.
- Any repair requirements needed will be proposed in writing and only scheduled once a formal approval has been given.
- All repairs and upgrades will be done on a time and materials basis. Our hourly rate for repairs is \$65.00 per man hour during normal operating hours from 7am to 6pm. After 6pm and weekend work will be billed at \$75.00 per man hour with a 2 hour minimum.
- All service calls outside of monthly maintenance will be billed at \$75.00 service call plus time and material.

### **Fertilization, Insect, & Disease Control Management**

#### **"Scope of Work"**

- Contractor intends to fertilize and/or inspect all turf areas as well as ornamental plant material with each application. All applicators have required GI-BMP and/or FNGLA certifications
- All fertilizers utilized under this program will be custom blends with a balanced nutrient package. A complete minor and trace element package are included with each application to ensure that all the requirements of your Southwest Florida landscape are provided for.
- The control of weeds will be a utilization of chemical spray applications to areas of infestation. Chemical Weed Control will be applied safely when temperatures are below 85 degrees and wind d rift is at a minimum. Due to the unavailability or restricted use of effective control products, the prevention of carpet grass and select sedges are not part of this Contract and are not included in the contract amount.
- All landscape beds where weeds are evident will be treated with herbicide to keep these areas relatively weed free. Large weeds will be pulled by hand so not to be allowed to have enough established quality to detract from the overall integrity of the landscape.

#### **Additional Services**

Fieldstone Landscape Services shall provide services over and above the "Contract Specifications" with written authorization from customer only, such as daily or timed porter services.

#### **PERSONNEL**

1. Fieldstone will provide all labor, transportation and supervision necessary to perform the work described herein.
2. Field personnel will be equipped with all supplies, tools, parts and equipment to



- perform work.
3. Personnel will be licensed for all applicable maintenance functions, including any chemical application when required by law.
  4. Personnel shall wear clean Fieldstone uniforms of consistent design and color so that they may be recognized personnel of Fieldstone while on site. Fieldstone personnel shall comply with all OSHA dress code regulations, i.e. steel toed shoes, safety goggles, etc.
  5. Fieldstone personnel are perceived as representatives of customer while on property, and as such, will conduct themselves in a professional, well mannered, well groomed, workmanlike manner at all times.
  6. Any damage caused by FieldStone personnel shall be repaired promptly at no cost to customer.
  7. Scheduling/Safety
    - a. Sufficient warning devices will be employed whenever necessary, to provide safety to persons and vehicular traffic. Work will be coordinated with customer and scheduled to give the least possible interference to property, merchants, occupants, guests, visitors and customers.

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](http://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](mailto:accountsreceivable@fieldstonels.com)





Willwood Phase...pdf

Brown Interlocal

Lite Green Belmont II CDD  
 Ponds - 200, 210, 220, 230, 240, 250, 260, 280, 290, 270  
 FP 200, FP 210

## **Tab 3**

**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 audit committee meeting of the Belmont II Community Development District was held on **Tuesday, February 15, 2022 at 9:30 a.m.** at the offices of Lennar Homes, 4301 W Boy Scout Blvd., Suite 600, Tampa FL 33607.

Present and constituting a quorum were:

|                      |  |
|----------------------|--|
| Kelly Evans          | <b>Committee Member</b>                  |
| Laura Coffey         | <b>Committee Member</b>                  |
| Lori Campagna        | <b>Committee Member</b>                  |
| Clement "Sarge" Hill | <b>Committee Member (via conf. call)</b> |

Also present were:

|                |  |
|----------------|--|
| Debby Wallace  | <b>District Manager; Rizzetta &amp; Company, Inc.</b>    |
| Lindsay Whelan | <b>District Counsel; Kutak Rock LLP (via conf. call)</b> |

|          |             |
|----------|-------------|
| Audience | <b>None</b> |
|----------|-------------|

**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** **Consideration to Include Price as a Criterion**

On a Motion by Ms. Evans, seconded by Ms. Coffey, with all in favor, the Audit Committee unanimously approved to Include Price as a Criterion, for the Belmont II Community Development District.

**THRID ORDER OF BUSINESS** **Consideration of Audit Proposal Instructions**

On a Motion by Ms. Evans, seconded by Ms. Coffey, with all in favor, the Audit Committee unanimously approved the Audit Proposal Instructions with price, for the Belmont II Community Development District.

43 **FOURTH ORDER OF BUSINESS** **Consideration of Audit Evaluation**  
44 **Criteria**  
45

On a Motion by Ms. Campagna, seconded by Ms. Evans, with all in favor, the Audit Committee unanimously approved the Audit Evaluation Criteria with price, for the Belmont II Community Development District.

46  
47 **FIFTH ORDER OF BUSINESS** **Consideration** **of** **Audit**  
48 **Advertisement**  
49

On a Motion by Ms. Evans, seconded by Ms. Coffey, with all in favor, the Audit Committee unanimously approved the Audit Advertisement, for the Belmont II Community Development District.

50  
51 **SIXTH ORDER OF BUSINESS** **Adjournment**  
52

On a Motion by Ms. Coffey, seconded by Ms. Evans, with all in favor, the Board of Supervisors adjourned the meeting at 9:32 a.m. for the Belmont II Community Development District.

53  
54  
55  
56 \_\_\_\_\_  
57 Assistant Secretary Chair / Vice Chair

# Tab 4

**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, February 15, 2022 at 9:32 a.m.** at the offices of Lennar Homes, 4301 W Boy Scout Blvd., Suite 600, Tampa FL 33607..

Present and constituting a quorum were:

|                      |   |
|----------------------|---|
| Kelly Evans          | <b>Board Supervisor; Chair</b>                            |
| Laura Coffey         | <b>Board Supervisor; Vice-Chair</b>                       |
| Lori Campagna        | <b>Board Supervisor; Asst. Secretary</b>                  |
| Clement "Sarge" Hill | <b>Board Supervisor; Asst. Secretary (via conf. call)</b> |

Also present were:

|                |  |
|----------------|--|
| Debby Wallace  | <b>District Manager; Rizzetta &amp; Company, Inc.</b>    |
| Lindsay Whelan | <b>District Counsel; Kutak Rock LLP (via conf. call)</b> |
| Eric Lewis     | <b>Representative, Fieldstone</b>                        |

|          |             |
|----------|-------------|
| Audience | <b>None</b> |
|----------|-------------|

**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 present.

**THIRD ORDER OF BUSINESS**

**Ratification of Kutak Rock Fee Agreement**

On a Motion by Ms. Evans, seconded by Mr. Hill, with all in favor, the Board of Supervisors ratified the Kutak Rock Fee Agreement, for the Belmont II Community Development District.

46  
47 **FOURTH ORDER OF BUSINESS** **Presentation of Arbitrage Rebate Report**  
48  
49

On a Motion by Ms. Coffey, seconded by Ms. Evans, with all in favor, the Board of Supervisors accepted the Arbitrage Rebate Report as presented, for the Belmont II Community Development District.

50  
51 **FIFTH ORDER OF BUSINESS** **Consideration of Stormwater Needs**  
52 **Analysis Report**  
53

On a Motion by Ms. Evans, seconded by Ms. Coffey, with all in favor, the Board of Supervisors approved the Heidt proposal for Stormwater Needs Analysis Report in the amount of \$12,500.00, for the Belmont II Community Development District.

54  
55 **SIXTH ORDER OF BUSINESS** **Consideration of Sitex Maintenance**  
56 **Proposal**  
57

On a Motion by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Board of Supervisors approved the Sitex Maintenance proposal, for the Belmont II Community Development District.

58  
59 **SEVENTH ORDER OF BUSINESS** **Ratification of One-Time Maintenance of**  
60 **Two Ponds**  
61

On a Motion by Ms. Evans, seconded by Ms. Coffey, with all in favor, the Board of Supervisors ratified the One-Time Sitex Maintenance proposal for two ponds, for the Belmont II Community Development District.

62  
63 **EIGHTH ORDER OF BUSINESS** **Ratification of Solar Lighting Proposal**  
64

On a Motion by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Board of Supervisors ratified the Solar Lighting TECO proposal for Section 2E, 42 to 43 lights, for the Belmont II Community Development District.

65  
66 **NINTH ORDER OF BUSINESS** **Interlocal Agreement Additional**  
67 **Proposals**  
68

69           Proposals were submitted under separate cover but not approved.  
70  
71  
72  
73  
74

75 **TENTH ORDER OF BUSINESS** **Consideration of Minutes of Board of**  
76 **Supervisors' Regular Meeting Held**  
77 **November 16, 2021**  
78

On a Motion by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors' regular meeting held on November 16, 2021, as presented, for the Belmont II Community Development District.

79  
80 **ELEVENTH ORDER OF BUSINESS** **Consideration of Operations &**  
81 **Maintenance Expenditures for October**  
82 **through December 2021**  
83

84 Ms. Wallace presented the Operations & Maintenance Expenditures for October  
85 2021 \$22,605.49, November 2021 \$103,352.72, and December 2021 \$57,528.35.  
86

On a Motion by Ms. Evans, seconded by Ms. Coffey, with all in favor, the Board of Supervisors ratified the Operations & Maintenance expenditures for October 2021 \$22,605.49, November 2021 \$103,352.72, and December 2021 \$57,528.35, for the Belmont II Community Development District.

87  
88 **TWELFTH ORDER OF BUSINESS** **Ratification of Requisitions Series**  
89 **2020**  
90

On a Motion by Ms. Evans, seconded by Ms. Coffey, with all in favor, the Board of Supervisors ratified the requisitions Series 2020 for the Belmont II Community Development District.

91  
92 **THIRTEENTH ORDER OF BUSINESS** **Staff Reports**

- 93
- 94 **A. District Counsel**  
95 Ms. Whalen updated the Board on coordinating acquisition of common  
96 areas in Townhomes 2F for turnover to Belmont CDD.  
97
  - 98 **B. District Engineer**  
99 Not present.  
100
  - 101 **C. Landscape and Irrigation Report**  
102 Mr. Lewis reviewed the landscape and irrigation report with the Board.  
103
  - 104 **D. Aquatics Report**  
105 Ms. Wallace presented the Aquatics report to the Board. Ms. Wallace will  
106 follow-up with Sitex on ponds 13 and 14.  
107
  - 108 **E. District Manager**  
109 Ms. Wallace advised the Board that the next meeting will be held on March  
110 15, 2022 at 9:30 a.m. at Lennar Homes, 4301 Boy Scout Blvd, Suite 600,  
111 Tampa, FL 33607.  
112





## **Tab 5**

# BELMONT II COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · CITRUS PARK, FLORIDA · (813) 933-5571

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

## Operation and Maintenance Expenditures January 2022 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from January 1, 2022 through January 31, 2022. This does not include expenditures previously approved by the Board.

The total items being presented: **\$53,740.61**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

# BELMONT II COMMUNITY DEVELOPMENT DISTRICT

## Paid Operation & Maintenance Expenditures

January 1, 2022 Through January 31, 2022

| <u>Vendor Name</u>            | <u>Check Number</u> | <u>Invoice Number</u> | <u>Invoice Description</u>                           | <u>Invoice Amount</u> |
|-------------------------------|---------------------|-----------------------|--|-----------------------|
| AMTEC                         | 001382              | 6315-01-22            | Series 2019 Bonds 01/22                              | \$ 450.00             |
| Ballenger & Company, Inc.     | 001383              | 221022                | Water Use Reporting 01/22                            | \$ 100.00             |
| Belmont CDD                   | 001377              | IA2022-010122         | Interlocal Agreement 01/22                           | \$ 20,250.00          |
| Carr, Riggs & Ingram, LLC     | 001378              | 17265948              | Professional Auditing Services FYE<br>09/30/2021     | \$ 1,500.00           |
| Fieldstone Landscape Services | 001384              | 14095                 | #7467 Addendum Ponds 01/22                           | \$ 515.00             |
| Fieldstone Landscape Services | 001384              | 14096                 | #7534 - Monthly Maintenane 01/22                     | \$ 2,408.00           |
| Fieldstone Landscape Services | 001384              | 14097                 | #7911 Landscape Maintenance -<br>Addendum 01/22      | \$ 7,494.05           |
| Fieldstone Landscape Services | 001384              | 14098                 | #10909 Landscape Maintenance 01/22                   | \$ 1,220.00           |
| Fieldstone Landscape Services | 001384              | 14225                 | Irrigation Repairs 01/22                             | \$ 178.86             |
| Heidt Design, LLC             | 001379              | 42786                 | Engineering Services 12/21                           | \$ 225.00             |
| Hillsborough County BOCC      | 001385              | 6273830928R 12/21     | 14302 Bounding Home Street (Comm Irrig<br>Mtr) 12/21 | \$ 1,892.94           |
| Kutak Rock, LLP               | 001386              | 2979922               | Legal Services 12/21                                 | \$ 1,787.28           |
| Rizzetta & Company, Inc.      | 001376              | INV0000064524         | District Management Fees 01/22                       | \$ 4,027.00           |

# BELMONT II COMMUNITY DEVELOPMENT DISTRICT

## Paid Operation & Maintenance Expenditures

January 1, 2022 Through January 31, 2022

| <u>Vendor Name</u>       | <u>Check Number</u> | <u>Invoice Number</u> | <u>Invoice Description</u>          | <u>Invoice Amount</u>      |
|--------------------------|---------------------|-----------------------|-------------------------------------|----------------------------|
| Sitex Aquatics           | 001387              | 5693B                 | Lake Maintenance 01/22              | \$ 775.00                  |
| TECO                     | 20220131-1          | TECO Summary 12/21    | Electric Service 12/21              | \$ 6,311.85                |
| Times Publishing Company | 001388              | 0000203897 01/09/22   | Legal Advertising Acct 190956 01/22 | \$ 565.00                  |
| US Bank                  | 001381              | 6371318               | Trustee Fees 12/01/21-11/30/22      | <u>\$ 4,040.63</u>         |
| <b>Report Total</b>      |                     |                       |                                     | <b><u>\$ 53,740.61</u></b> |