

**BELMOND RESERVE
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
REGULAR MEETING
JUNE 04, 2020**

**BELMOND RESERVE
COMMUNITY DEVELOPMENT DISTRICT AGENDA
THURSDAY, JUNE 04, 2020 AT 2:00 P.M.
CALL IN NUMBER: 1-866-906-9330 ACCESS CODE: 4863181**

District Board of Supervisors	Chairman Vice-Chairman Supervisor Supervisor Supervisor	Jeff Hills Nick Dister Steve Luce Ryan Motko Albert Viera
District Manager	Meritus	Gene Roberts
District Attorney	Straley Robin Vericker	John Vericker
District Engineer	Stantec	Tonja Stewart

All cellular phones and pagers must be turned off during the meeting

The meeting will begin at **2:00 p.m.** Following the **Call to Order**, the public has the opportunity to comment on posted agenda items during the second section called **Public Comments on Agenda Items**. Each individual is limited to **three (3) minutes** for such comment. The Board is not required to take action at this time, but will consider the comments presented as the agenda progresses. The third section is called **Business Items**. This section contains items for approval by the District Board of Supervisors that may require discussion, motions, and votes on an item-by-item basis. If any member of the audience would like to speak on one of the business items, they will need to register with the District Administrator prior to the presentation of that agenda item. Agendas can be reviewed by contacting the Manager's office at (813) 873-7300 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The fourth section is called **Consent Agenda**. The Consent Agenda section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The fifth section is called **Vendor/Staff Reports**. This section allows the District Administrator, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The sixth section is called **Supervisor Requests**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet the District's needs. The final section is called **Audience Questions, Comments and Discussion Forum**. This portion of the agenda is where individuals may comment on matters that concern the District. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted.

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically, no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 873-7300, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1 who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same 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.

June 04, 2020
Board of Supervisors
Belmond Reserve Community Development District

Dear Board Members:

The Regular Meeting of Belmond Reserve Community Development District will be held on **June 04, 2020 at 2:00 p.m. via conference call at the information listed below.** Following is the agenda for the meeting:

Call In Number: 1-866-906-9330

Access Code: 4863181

REGULAR MEETING OF THE BOARD OF SUPERVISORS

1. CALL TO ORDER/ROLL CALL

2. PUBLIC COMMENT ON AGENDA ITEMS

3. BUSINESS ITEMS

- A. Consideration of Resolution 2020-33; Approving Fiscal Year 2021 Proposed Budget & Setting Public HearingTab 01
- B. General Matters of the District

4. CONSENT AGENDA ITEMS

- A. Consideration of Minutes of the Regular Meeting May 07, 2020 Tab 02
- B. Consideration of Operation and Maintenance Expenditures April 2020 Tab 03
- C. Review of Financial Statements Month Ending April 30, 2020 Tab 04

5. VENDOR AND STAFF REPORTS

- A. District Counsel
- B. District Manager
- C. District Engineer

6. SUPERVISORS REQUESTS

7. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM

8. ADJORNMENT

While it is necessary to hold the above referenced meeting of the District's Board of Supervisors utilizing communications media technology due to the current COVID-19 public health emergency, the District fully encourages public participation in a safe and efficient manner. Toward that end, anyone wishing to listen and participate in the meeting can do so telephonically at 1-866-906-9330, Participant Access Code – 4863181. Additionally, participants are encouraged to submit questions and comments to the District Manager in advance at 813-873-7300 to facilitate the Board's consideration of such questions and comments during the meeting.

We look forward to speaking with you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 873-7300.

Sincerely,

Gene Roberts,
District Manager

RESOLUTION 2020-33

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BELMOND RESERVE COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED OPERATION AND MAINTENANCE BUDGET FOR FISCAL YEAR 2020/2021; SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING, AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager prepared and submitted to the Board of Supervisors (“**Board**”) of the Belmond Reserve Community Development District (“**District**”) prior to June 15, 2020 a proposed operation and maintenance budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021 (“**Proposed Budget**”); and

WHEREAS, the Board has considered the Proposed Budget and desires to approve the Proposed Budget and set the required public hearing thereon.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BELMOND RESERVE COMMUNITY DEVELOPMENT DISTRICT:

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget, including any modifications made by the Board, attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** The public hearing on said Proposed Budget is hereby declared and set for the following date, hour, and location:

DATE: August 6, 2020
HOUR: 2:00 p.m.
LOCATION*: Meritus
2005 Pan Am Circle, Suite 300
Tampa, FL 33607

**Please note that pursuant to Governor DeSantis’ Executive Order 20-69 (as it may be extended or amended) relating to the COVID-19 public health emergency and to protect the public and follow the CDC guidance regarding social distancing, such public hearing and meeting may be held telephonically or virtually. Please check on the District’s website for the latest information: <http://belmondreservecdd.com/>.*

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Hillsborough County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, Florida Statutes, the District’s Secretary is further directed to post the Proposed Budget on the District’s website at least two days before the budget hearing date and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed by Florida law.

6. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED ON JUNE 4, 2020.

Attest:

**Belmond Reserve Community
Development District**

Print Name: _____
Secretary / Assistant Secretary

Jeff Hills
Chair of the Board of Supervisors

Exhibit A: Proposed Budget for Fiscal Year 2020/2021

2021



BELMOND RESERVE

COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2021
PROPOSED ANNUAL OPERATING BUDGET

MAY 7, 2020



BELMOND RESERVE COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2021 PROPOSED ANNUAL OPERATING BUDGET

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MAY 7, 2020

BELMOND RESERVE COMMUNITY DEVELOPMENT DISTRICT

BUDGET INTRODUCTION

Background Information

The Belmond Reserve Community Development District is a local special purpose government authorized by Chapter 190, Florida Statutes, as amended. The Community Development District (CDD) is an alternative method for planning, financing, acquiring, operating and maintaining community-wide infrastructure in master planned communities. The CDD also is a mechanism that provides a “solution” to the State’s needs for delivery of capital infrastructure to service projected growth without overburdening other governments and their taxpayers. CDDs represent a major advancement in Florida’s effort to manage its growth effectively and efficiently. This allows the community to set a higher standard for construction along with providing a long-term solution to the operation and maintenance of community facilities.

The following report represents the District budget for Fiscal Year 2021, which begins on October 1, 2020. The District budget is organized by fund to segregate financial resources and ensure that the segregated resources are used for their intended purpose, and the District has established the following funds.

<u>Fund Number</u>	<u>Fund Name</u>	<u>Services Provided</u>
001	General Fund	Operations and Maintenance of Community Facilities
200	Debt Service Fund	Collection of Special Assessments for Debt Service on the Series 2020 Special Assessment Revenue Bonds

Facilities of the District

The District’s existing facilities include storm-water management (lake and water control structures), wetland preserve areas, street lighting, landscaping, entry signage, entry features, irrigation distribution facilities, recreational center, parks, pool facility, tennis courts and other related public improvements.

Maintenance of the Facilities

In order to maintain the facilities, the District conducts hearings to adopt an operating budget each year. This budget includes a detailed description of the maintenance program along with an estimate of the cost of the program. The funding of the maintenance budget is levied as a non-ad valorem assessment on your property by the District Board of Supervisors.

BELMOND RESERVE

COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2020 Final Operating Budget	Current Period Actuals 10/1/19 - 2/29/20	Projected Revenues & Expenditures 3/1/20 to 9/30/20	Total Actuals and Projections Through 9/30/20	Over/(Under) Budget Through 9/30/20
REVENUES					
SPECIAL ASSESSMENTS - SERVICE CHARGES					
Operations & Maintenance Assmts-Off Roll	0.00	0.00	0.00	0.00	0.00
TOTAL SPECIAL ASSESSMENTS - SERVICE CHARGES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES					
Landowner Direct Funding	376,000.00	15,000.00	36,247.87	51,247.87	(324,752.13)
TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES	\$376,000.00	\$15,000.00	\$36,247.87	\$51,247.87	(\$324,752.13)
TOTAL REVENUES	\$376,000.00	\$15,000.00	\$36,247.87	\$51,247.87	(\$324,752.13)
EXPENDITURES					
FINANCIAL & ADMINISTRATIVE					
District Manager	19,100.00	2,030.37	17,069.63	19,100.00	0.00
District Engineer	8,400.00	0.00	0.00	0.00	(8,400.00)
Disclosure Report	5,000.00	0.00	0.00	0.00	(5,000.00)
Trustee Fees	4,200.00	0.00	0.00	0.00	(4,200.00)
Accounting Services	9,000.00	0.00	0.00	0.00	(9,000.00)
Auditing Services	2,500.00	0.00	2,500.00	2,500.00	0.00
Postage, Phone, Faxes, Copies	500.00	0.00	100.00	100.00	(400.00)
Public Officials Insurance	2,100.00	3,616.00	0.00	3,616.00	1,516.00
Legal Advertising	10,000.00	11,423.50	3,000.00	14,423.50	4,423.50
Bank Fees	425.00	25.95	35.00	60.95	(364.05)
Dues, Licenses, & Fees	175.00	150.00	0.00	150.00	(25.00)
Miscellaneous Fees	125.00	0.00	0.00	0.00	(125.00)
Office Supplies	0.00	113.52	70.00	183.52	183.52
ADA Website Compliance	0.00	0.00	0.00	0.00	0.00
Website Maintenance	0.00	0.00	2,900.00	2,900.00	2,900.00
TOTAL FINANCIAL & ADMINISTRATIVE	\$61,525.00	\$17,359.34	\$25,674.63	\$43,033.97	(\$18,491.03)
LEGAL COUNSEL					
District Counsel	4,250.00	5,213.90	3,000.00	8,213.90	3,963.90
TOTAL DISTRICT COUNSEL	\$4,250.00	\$5,213.90	\$3,000.00	\$8,213.90	\$3,963.90
UTILITY SERVICES					
Electric Utility Services - Streetlights	175,635.00	0.00	0.00	0.00	(175,635.00)
Electric Utility Services - All Others	6,370.00	0.00	0.00	0.00	(6,370.00)
TOTAL UTILITY SERVICES	\$182,005.00	\$0.00	\$0.00	\$0.00	(\$182,005.00)
WATER-SEWER COMBINATION SERVICES					
Water Utility Services	10,615.00	0.00	0.00	0.00	(10,615.00)
TOTAL WATER-SEWER COMBINATION SERVICES	\$10,615.00	\$0.00	\$0.00	\$0.00	(\$10,615.00)
OTHER PHYSICAL ENVIRONMENT					
Waterway Management System	23,350.00	0.00	0.00	0.00	(23,350.00)
General, Property & Casualty Insurance	5,095.00	0.00	0.00	0.00	(5,095.00)
Landscape Maintenance	53,075.00	0.00	0.00	0.00	(53,075.00)
Miscellaneous Landscape	6,370.00	0.00	0.00	0.00	(6,370.00)
Plant Replacement Program	10,615.00	0.00	0.00	0.00	(10,615.00)
Irrigation Maintenance	4,240.00	0.00	0.00	0.00	(4,240.00)
TOTAL OTHER PHYSICAL ENVIRONMENT	\$102,745.00	\$0.00	\$0.00	\$0.00	(\$102,745.00)
ROAD & STREET FACILITIES					
Pavement & Drainage Repairs & Maintenance	14,860.00	0.00	0.00	0.00	(14,860.00)
TOTAL ROAD & STREET FACILITIES	\$14,860.00	\$0.00	\$0.00	\$0.00	(\$14,860.00)
TOTAL EXPENDITURES	\$376,000.00	\$22,573.24	\$28,674.63	\$51,247.87	(\$324,752.13)
EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES	\$0.00	(\$7,573.24)	\$7,573.24	\$0.00	\$0.00

*** EXCLUDES 2% MANATEE COUNTY COLLECTION COST
 *** EXCLUDES 4% EARLY PAYMENT DISCOUNT

BELMOND RESERVE

COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2020 Final Operating Budget	Total Actuals and Projections Through 9/30/20	Over/(Under) Budget Through 9/30/20	Fiscal Year 2021 Proposed Operating Budget	Increase / (Decrease) from FY 2020 to FY 2021
REVENUES					
SPECIAL ASSESSMENTS - SERVICE CHARGES					
Operations & Maintenance Assmts-Off Roll	0.00	0.00	0.00	0.00	0.00
TOTAL SPECIAL ASSESSMENTS - SERVICE CHARGES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES					
Landowner Direct Funding	376,000.00	51,247.87	(\$324,752.13)	172,745.00	(203,255.00)
TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES	\$376,000.00	\$51,247.87	(\$324,752.13)	\$172,745.00	(\$203,255.00)
TOTAL REVENUES	\$376,000.00	\$51,247.87	(\$324,752.13)	\$172,745.00	(\$203,255.00)
EXPENDITURES					
LEGISLATIVE					
Supervisor Fees	0.00	0.00	0.00	6,000.00	6,000.00
TOTAL SUPERVISOR FEES	\$0.00	\$0.00	\$0.00	\$6,000.00	\$6,000.00
FINANCIAL & ADMINISTRATIVE					
District Manager	19,100.00	19,100.00	0.00	36,000.00	16,900.00
District Engineer	8,400.00	0.00	(8,400.00)	5,000.00	(3,400.00)
Disclosure Report	5,000.00	0.00	(5,000.00)	4,200.00	(800.00)
Trustee Fees	4,200.00	0.00	(4,200.00)	4,200.00	0.00
Accounting Services	9,000.00	0.00	(9,000.00)	9,000.00	0.00
Auditing Services	2,500.00	2,500.00	0.00	5,000.00	2,500.00
Postage, Phone, Faxes, Copies	500.00	100.00	(400.00)	500.00	0.00
Public Officials Insurance	2,100.00	3,616.00	1,516.00	3,750.00	1,650.00
Legal Advertising	10,000.00	14,423.50	4,423.50	10,000.00	0.00
Bank Fees	425.00	60.95	(364.05)	250.00	(175.00)
Dues, Licenses, & Fees	175.00	150.00	(25.00)	175.00	0.00
Miscellaneous Fees	125.00	0.00	(125.00)	125.00	0.00
Office Supplies	0.00	183.52	183.52	0.00	0.00
ADA Website Compliance	0.00	0.00	0.00	1,500.00	1,500.00
Website Maintenance	0.00	2,900.00	2,900.00	3,000.00	3,000.00
TOTAL FINANCIAL & ADMINISTRATIVE	\$61,525.00	\$43,033.97	(\$18,491.03)	\$82,700.00	\$21,175.00
LEGAL COUNSEL					
District Counsel	4,250.00	8,213.90	3,963.90	5,000.00	750.00
TOTAL DISTRICT COUNSEL	\$4,250.00	\$8,213.90	\$3,963.90	\$5,000.00	\$750.00
UTILITY SERVICES					
Electric Utility Services - Streetlights	175,635.00	0.00	(175,635.00)	37,500.00	(138,135.00)
Electric Utility Services - All Others	6,370.00	0.00	(6,370.00)	1,600.00	(4,770.00)
TOTAL UTILITY SERVICES	\$182,005.00	\$0.00	(\$182,005.00)	\$39,100.00	(\$142,905.00)
WATER-SEWER COMBINATION SERVICES					
Water Utility Services	10,615.00	0.00	(10,615.00)	10,000.00	(615.00)
TOTAL WATER-SEWER COMBINATION SERVICES	\$10,615.00	\$0.00	(\$10,615.00)	\$10,000.00	(\$615.00)
OTHER PHYSICAL ENVIRONMENT					
Waterway Management System	23,350.00	0.00	(23,350.00)	5,095.00	(18,255.00)
General, Property & Casualty Insurance	5,095.00	0.00	(5,095.00)	5,850.00	755.00
Landscape Maintenance	53,075.00	0.00	(53,075.00)	14,000.00	(39,075.00)
Miscellaneous Landscape	6,370.00	0.00	(6,370.00)	1,500.00	(4,870.00)
Plant Replacement Program	10,615.00	0.00	(10,615.00)	2,500.00	(8,115.00)
Irrigation Maintenance	4,240.00	0.00	(4,240.00)	1,000.00	(3,240.00)
TOTAL OTHER PHYSICAL ENVIRONMENT	\$102,745.00	\$0.00	(\$102,745.00)	\$29,945.00	(\$72,800.00)
ROAD & STREET FACILITIES					
Pavement & Drainage Repairs & Maintenance	14,860.00	0.00	(14,860.00)	0.00	(14,860.00)
TOTAL ROAD & STREET FACILITIES	\$14,860.00	\$0.00	(\$14,860.00)	\$0.00	(\$14,860.00)
TOTAL EXPENDITURES	\$376,000.00	\$51,247.87	(\$324,752.13)	\$172,745.00	(\$203,255.00)
EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

*** EXCLUDES 2% MANATEE COUNTY COLLECTION COST

*** EXCLUDES 4% EARLY PAYMENT DISCOUNT

BELMOND RESERVE COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND 001

Financial & Administrative

District Manager

The District retains the services of a consulting manager, who is responsible for the daily administration of the District's business, including any and all financial work related to the Bond Funds and Operating Funds of the District, and preparation of the minutes of the Board of Supervisors. In addition, the District Manager prepares the Annual Budget(s), implements all policies of the Board of Supervisors, and attends all meetings of the Board of Supervisors.

District Engineer

Consists of attendance at scheduled meetings of the Board of Supervisors, offering advice and consultation on all matters related to the works of the District, such as bids for yearly contracts, operating policy, compliance with regulatory permits, etc.

Disclosure Reporting

On a quarterly and annual basis, disclosure of relevant district information is provided to the Muni Council, as required within the bond indentures.

Trustees Fees

This item relates to the fee assessed for the annual administration of bonds outstanding, as required within the bond indentures.

Auditing Services

The District is required to annually undertake an independent examination of its books, records and accounting procedures. This audit is conducted pursuant to State Law and the Rules of the Auditor General.

Postage, Phone, Fax, Copies

This item refers to the cost of materials and service to produce agendas and conduct day-to-day business of the District.

Public Officials Insurance

The District carries Public Officials Liability in the amount of \$1,000,000.

Legal Advertising

This is required to conduct the official business of the District in accordance with the Sunshine Law and other advertisement requirements as indicated by the Florida Statutes.

Bank Fees

The District operates a checking account for expenditures and receipts.

Dues, Licenses & Fees

The District is required to file with the County and State each year.

Miscellaneous Fees

To provide for unbudgeted administrative expenses.

Office Supplies

Cost of daily supplies required by the District to facilitate operations.

Website Administration

This is for maintenance and administration of the Districts official website.

BELMOND RESERVE COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND 001

Legal Counsel

District Counsel

Requirements for legal services are estimated at an annual expenditures on an as needed and also cover such items as attendance at scheduled meetings of the Board of Supervisor's, Contract preparation and review, etc.

Electric Utility Services

Electric Utility Services

This item is for street lights, pool, recreation facility and other common element electricity

Other Physical Environment

Waterway Management System

This item is for maintaining the multiple waterways that compose the District's waterway management system and aids in controlling nuisance vegetation that may otherwise restrict the flow of water

Property & Casualty Insurance

The District carries \$1,000,000 in general liability and also has sovereign immunity.

Entry & Walls Maintenance

This item is for maintaining the main entry feature and other common area walls.

Landscape Maintenance

The District contracts with a professional landscape firm to provide service through a public bid process. This fee does not include replacement material or irrigation repairs.

Miscellaneous Landscape

This item is for any unforeseen circumstances that may effect the appearance of the landscape program.

Plant Replacement Program

This item is for landscape items that may need to be replaced during the year.

BELMOND RESERVE

COMMUNITY DEVELOPMENT DISTRICT

DEBT SERVICE FUND

SERIES 2020

REVENUES

CDD Debt Service Assessments	\$	-
TOTAL REVENUES	\$	-

EXPENDITURES

Series 2020 May Bond Interest Payment	\$	-
Series 2020 November Bond Principal Payment	\$	-
Series 2020 November Bond Interest Payment	\$	-
TOTAL EXPENDITURES	\$	-
EXCESS OF REVENUES OVER EXPENDITURES	\$	-

ANALYSIS OF BONDS OUTSTANDING

Bonds Outstanding - Period Ending 11/1/2020	\$	-
Principal Payment Applied Toward Series 2020 Bonds	\$	-
Bonds Outstanding - Period Ending 11/1/2021	\$	-

* Series 2020 Bonds Principal and Debt Service obligation to be established at issuance

BELMOND RESERVE

COMMUNITY DEVELOPMENT DISTRICT

SCHEDULE OF ANNUAL ASSESSMENTS ⁽¹⁾

Lot Size	EAU Value	Unit Count	Debt Service Per Unit ⁽²⁾	O&M Per Unit	FY 2021 Total Assessment
ASSESSMENT AREA ONE - SERIES 2020					
Single Family 50'	0.833	181	\$1,563.83	\$462.80	\$2,026.63
Single Family 60'	1.00	180	\$1,876.60	\$555.58	\$2,432.18
TOTAL		361			

Notations:

⁽¹⁾ Annual assessments include Hillsborough County collection costs and statutory discounts for early payment.

⁽²⁾ Subject to change upon the Bonds Debt issuance

**BELMOND RESERVE
COMMUNITY DEVELOPMENT DISTRICT**

May 7, 2020 Minutes of Regular Meeting

Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors for the Belmont Reserve Community Development District was held on **Thursday, May 7, 2020 at 2:00 p.m. via conference call at 1-866-906-9330 with access code 4863181.**

1. CALL TO ORDER

Gene Roberts called the Regular Meeting of the Board of Supervisors of the Belmont Reserve Community Development District to order on **Thursday, May 7, 2020 at 2:43 p.m.**

Board Members Present and Constituting a Quorum:

Jeff Hills	Chair
Nick Dister	Vice Chair
Ryan Motko	Supervisor
Steve Luce	Supervisor
Albert Viera	Supervisor

Staff Members Present:

Gene Roberts	District Manager, Meritus
Debby Nussel	District Manager, Meritus
Kristen Schalter	District Counsel, Straley Robin Vericker

There were no members of the general public in attendance.

2. PUBLIC COMMENT ON AGENDA ITEMS

There were no public comments on agenda items.

3. BUSINESS ITEMS

A. Consideration of Resolution 2020-33; Approving Fiscal Year 2021 Proposed Budget

The Board tabled this item until the June meeting.

B. Consideration of Resolution 2020-34; Adopting Statutory Alternative Investment Policies

Ms. Schalter reviewed the resolution with the Board.

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MOTION TO:	Approve Resolution 2020-34.
MADE BY:	Supervisor Motko
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

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C. Annual Disclosure of Qualified Electors

56 Mr. Roberts announced that as of April 15, 2020, Belmond Reserve CDD had 15 qualified
57 electors. The Board noted that this number does not seem correct. District management will
58 contact the County.

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D. Discussion on Acceptance of Compensation for Board Members

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62 Mr. Roberts asked each Board supervisor if they would like to accept compensation for Board
63 meetings. The entire Board accepted compensation for Board meetings.

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E. General Matters of the District

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67 There were no general matters of the District to discuss at this time.

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4. CONSENT AGENDA ITEMS

A. Consideration of Public Hearing & Regular Meeting Minutes March 12, 2020

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The Board reviewed the minutes.

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MOTION TO:	Approve the March 12, 2020 minutes.
MADE BY:	Supervisor Dister
SECONDED BY:	Supervisor Motko
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

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B. Consideration of Operations and Maintenance Expenditures February 2020

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84 The Board reviewed the February 2020 O&Ms.

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MOTION TO:	Approve the February 2020 O&Ms.
MADE BY:	Supervisor Hills
SECONDED BY:	Supervisor Motko
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

93
94
95

C. Consideration of Operations and Maintenance Expenditures March 2020

96 The Board reviewed the March 2020 O&Ms.
97

98
99
100
101
102
103

MOTION TO:	Approve the March 2020 O&Ms.
MADE BY:	Supervisor Hills
SECONDED BY:	Supervisor Motko
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

104
105
106

D. Review of Financial Statements for Month Ending March 31, 2020

107 The Board reviewed and accepted the financials.
108

109
110

5. VENDOR AND STAFF REPORTS

- 111 **A. District Counsel**
- 112 **B. District Engineer**
- 113 **C. District Manager**

114
115

There were no additional reports from staff at this time.

116
117

6. SUPERVISOR REQUESTS

118
119

There were no supervisor requests at this time.

120
121
122

7. PUBLIC COMMENTS

123
124

There were no public comments.

125
126
127
128
129

130 **8. ADJOURNMENT**

131

MOTION TO:	Adjourn.
MADE BY:	Supervisor Motko
SECONDED BY:	Supervisor Hills
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion Passed Unanimously

138

139 **Please note the entire meeting is available on disc.*

140

141 **These minutes were done in summary format.*

142

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

147

148 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly**
149 **noticed meeting held on _____.**

150

151

152

153 _____
Signature

153 _____
Signature

154

155

156 _____
Printed Name

156 _____
Printed Name

157

158 **Title:**

158 **Title:**

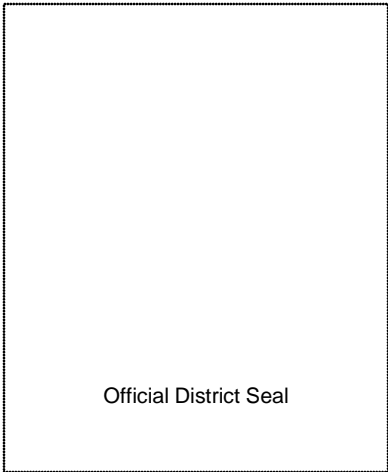
159 **Secretary**

159 **Chairman**

160 **Assistant Secretary**

160 **Vice Chairman**

161



Recorded by Records Administrator

Signature

Date

172

**Belmond Reserve Community Development District
Summary of Operations and Maintenance Invoices**

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Monthly Contract				
Meritus Districts	9720	\$ 1,000.00		Management Services - April
Monthly Contract Sub-Total		\$ 1,000.00		
Variable Contract				
Straley Robin Vericker	18281	\$ 122.25		Professional Services - General - thru 04/15/20
Variable Contract Sub-Total		\$ 122.25		
Utilities				
Utilities Sub-Total		\$ 0.00		
Regular Services				
Tampa Bay Times	78669 042220	\$ 631.00		Telephonic Meeting - 04/22/20
Regular Services Sub-Total		\$ 631.00		
Additional Services				
Additional Services Sub-Total		\$ 0.00		
TOTAL:		\$ 1,753.25		

Approved (with any necessary revisions noted):

Signature

Printed Name

Title (check one):

**Belmond Reserve Community Development District
Summary of Operations and Maintenance Invoices**

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
---------------	-----------------------------------	---------------	-------------------------	-----------------------------

Chairman Vice Chairman Assistant Secretary

Meritus Districts

2005 Pan Am Circle
 Suite 300
 Tampa, FL 33607

Voice: 813-397-5121
 Fax: 813-873-7070

INVOICE

Invoice Number: 9720
 Invoice Date: Apr 1, 2020
 Page: 1

Bill To:
Belmond Reserve CDD 2005 Pan Am Circle Suite 300 Tampa, FL 33607

Ship to:

Customer ID	Customer PO	Payment Terms	
Belmond Reserve CDD		Net Due	
	Shipping Method	Ship Date	Due Date
	Best Way		4/1/20

Quantity	Item	Description	Unit Price	Amount
		District Management Services - April		1,000.00

Subtotal	1,000.00
Sales Tax	
Total Invoice Amount	1,000.00
Payment/Credit Applied	
TOTAL	1,000.00

Straley Robin Vericker

1510 W. Cleveland Street
Tampa, FL 33606
Telephone (813) 223-9400 * Facsimile (813) 223-5043
Federal Tax Id. - 20-1778458

Belmond Reserve Community Development District
c/o Meritus
2005 Pan Am Circle, Ste 300
Tampa, FL 33607

April 23, 2020
Client: 001542
Matter: 000001
Invoice #: 18281

Page: 1

RE: General

For Professional Services Rendered Through April 15, 2020

SERVICES

Handwritten notes: RB, 5/14, 3/10

Date	Person	Description of Services	Hours	
4/8/2020	LB	PREPARE DRAFT RESOLUTION APPROVING PROPOSED BUDGET AND SETTING PUBLIC HEARING ON PROPOSED BUDGET FOR FISCAL YEAR 2020/2021.	0.6	
4/15/2020	LB	REVIEW EMAIL FROM B. CRUTCHFIELD RE BUDGET INFORMATION FOR FY 2020/2020; FINALIZE RESOLUTION APPROVING PROPOSED BUDGET AND SETTING PUBLIC HEARING.	0.2	
Total Professional Services			0.8	\$120.00

PERSON RECAP

Person	Hours	Amount
LB Lynn Butler	0.8	\$120.00

DISBURSEMENTS

Date	Description of Disbursements	Amount
4/15/2020	Photocopies (15 @ \$0.15)	\$2.25
Total Disbursements		\$2.25

April 23, 2020
Client: 001542
Matter: 000001
Invoice #: 18281

Page: 2

Total Services	\$120.00	
Total Disbursements	\$2.25	
Total Current Charges		\$122.25

PAY THIS AMOUNT		\$122.25
------------------------	--	-----------------

Please Include Invoice Number on all Correspondence

Tampa Bay Times

tampabay.com

Times Publishing Company
 DEPT 3396
 PO BOX 123396
 DALLAS, TX 75312-3396
 Toll Free Phone: 1 (877) 321-7355
 Fed Tax ID 59-0482470

ADVERTISING INVOICE

Advertising Run Dates		Advertiser Name	
04/22/20		BELMOND CDD	
Billing Date	Sales Rep	Customer Account	
04/22/2020	Deirdre Almeida	303847	
Total Amount Due		Ad Number	
\$631.00		0000078669	

PAYMENT DUE UPON RECEIPT

Start	Stop	Ad Number	Product	Placement	Description PO Number	Ins.	Size	Net Amount
04/22/20	04/22/20	0000078669	Times	Legals CLS	Telephonic Meeting	1	2x75 L	\$629.00
04/22/20	04/22/20	0000078669	Tampabay.com	Legals CLS	Telephonic Meeting AffidavitMaterial	1	2x75 L	\$0.00 \$2.00

JTB
 BSA
 4/20/20

PLEASE DETACH AND RETURN LOWER PORTION WITH YOUR REMITTANCE

Tampa Bay Times

tampabay.com

DEPT 3396
 PO BOX 123396
 DALLAS, TX 75312-3396
 Toll Free Phone: 1 (877) 321-7355

Advertising Run Dates		Advertiser Name	
04/22/20		BELMOND CDD	
Billing Date	Sales Rep	Customer Account	
04/22/2020	Deirdre Almeida	303847	
Total Amount Due		Ad Number	
\$631.00		0000078669	

ADVERTISING INVOICE

Thank you for your business.

DO NOT SEND CASH BY MAIL

PLEASE MAKE CHECK PAYABLE TO: TIMES PUBLISHING COMPANY

BELMOND CDD
 C/O MERITUS CORP.
 2005 PAN AM CIRCLE SUITE 300
 TAMPA, FL 33607

Received

APR 24 2020

REMIT TO:

Times Publishing Company
 DEPT 3396
 PO BOX 123396
 DALLAS, TX 75312-3396

Tampa Bay Times
Published Daily

STATE OF FLORIDA
COUNTY OF Hillsborough

} ss

Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Advertising Representative** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a **Legal Notice** in the matter **RE: Telephonic Meeting** was published in **Tampa Bay Times: 4/22/20** in said newspaper in the issues of **Baylink Hillsborough**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Hillsborough County, Florida and that the said newspaper has heretofore been continuously published in said Hillsborough County, Florida each day and has been entered as a second class mail matter at the post office in said Hillsborough County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Signature Affiant

Sworn to and subscribed before me this 04/22/2020

Signature of Notary Public

Personally known X or produced identification

Type of identification produced _____

Notice of Telephonic Meetings of the Board of Supervisors of the Belmond Reserve Community Development District

Notice is hereby given that, pursuant to Governor DeSantis' Executive Order 20-69 relating to the COVID-19 public health emergency and to protect the public and follow the CDC guidance regarding social distancing, the previously noticed regular meetings, workshops, and/or public hearings of the Board of Supervisors (the "Board") of the Belmond Reserve Community Development District (the "District") to be held on the dates and times listed below will now be conducted by telephonic technology and not at the physical location previously noticed:

May 07, 2020	2:00 p.m.
June 04, 2020	2:00 p.m.
July 02, 2020	2:00 p.m.
August 06, 2020	2:00 p.m.
September 03, 2020	2:00 p.m.

In the event Executive Order 20-69 is rescinded or expires the District may cancel any scheduled telephonic meetings or if feasible it may revert to having the meeting at the date, time, and physical location previously noticed. The District will provide updates on its website, www.belmondreservecdd.com of any such changes as soon as possible.

The Board deems it necessary to hold the above-referenced meetings utilizing telephonic technology to conduct all necessary business properly coming before it. The District fully encourages public participation in its telephonic meeting in an orderly and efficient manner. Anyone wishing to listen to and/or participate during the designated audience comments portion of the meeting may do so by dialing 1-866-906-9330 and entering the following code 4863181.

Pursuant to applicable requirements and guidance relating to COVID-19 the District will not provide any locations where communications media technology facilities will be available. To best facilitate public comments, participants are encouraged to submit questions or comments to the District Manager in advance of the meeting by email. Additional details on how to listen to or participate in the meeting will be available on the District's website. Copies of the agenda will be available on the District's website or by emailing the District Manager at: brian.lamb@merituscop.com

The District Manager's office can be reached telephonically at 813-873-7300.

The meeting is open to the public and will be conducted in accordance with the provisions of Florida law for community development districts and Executive Order 20-69, as may be amended. The meeting may be continued in progress without additional notice to a date, time, and place (either physical, telephonic, or virtual) to be specified on the record at the meeting.

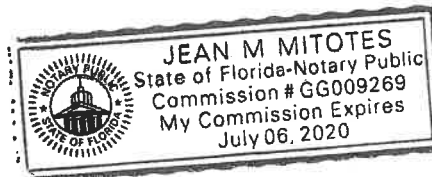
Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in the meeting is asked to advise the District Manager's office at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 711 or 1-800-955-8771 (TTY), or 1-800-955-8770 (Voice), for assistance in contacting the District Manager's office.

A person who decides to appeal any decision made at the meeting, with respect to any matter considered at the meeting, is advised that a record of the proceedings is needed 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.

Brian Lamb
District Manager

Publication date: April 22, 2020

0000078669



Belmond Reserve Community Development District

Financial Statements
(Unaudited)

Period Ending
April 30, 2020



Meritus Corporation
2005 Pan Am Circle ~ Suite 300 ~ Tampa, Florida 33607
Phone (813) 873-7300 ~ Fax (813) 873-7070

Belmond Reserve CDD

Balance Sheet
As of 4/30/2020
(In Whole Numbers)

	<u>General Fund</u>	<u>Total</u>
Assets		
Cash-Operating Account	<u>381</u>	<u>381</u>
Total Assets	<u><u>381</u></u>	<u><u>381</u></u>
Liabilities		
Accounts Payable	<u>13,991</u>	<u>13,991</u>
Total Liabilities	<u><u>13,991</u></u>	<u><u>13,991</u></u>
Fund Equity & Other Credits Contributed Capital	(13,610)	(13,610)
Total Liabilities & Fund Equity	<u><u>381</u></u>	<u><u>381</u></u>

Belmond Reserve CDD
Statement of Revenues and Expenditures
001 - General Fund
From 10/1/2019 Through 4/30/2020
(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Contributions & Donations From Private Sources				
Developer Contributions	0	15,000	15,000	0 %
Landowner Direct Funding	376,000	0	(376,000)	(100)%
Total Revenues	<u>376,000</u>	<u>15,000</u>	<u>(361,000)</u>	<u>(96)%</u>
Expenditures				
Financial & Administrative				
District Manager	19,100	4,000	15,100	79 %
District Engineer	8,400	0	8,400	100 %
Disclosure Report	5,000	0	5,000	100 %
Trustee Fees	4,200	0	4,200	100 %
Accounting Services	9,000	0	9,000	100 %
Auditing Services	2,500	0	2,500	100 %
Postage, Phone, Faxes, Copies	500	0	500	100 %
Public Officials Insurance	2,100	3,616	(1,516)	(72)%
Legal Advertising	10,000	12,055	(2,055)	(21)%
Bank Fees	425	57	368	87 %
Dues, Licenses, & Fees	175	150	25	14 %
Miscellaneous Fees	125	30	95	76 %
Office Supplies	0	182	(182)	0 %
Website Maintenance	0	2,900	(2,900)	0 %
Legal Counsel				
District Counsel	4,250	5,620	(1,370)	(32)%
Electric Utility Services				
Electric Utility Services - Streetlights	175,635	0	175,635	100 %
Electric Utility Services - All Others	6,370	0	6,370	100 %
Water-Sewer Combination Services				
Water Utility Services	10,615	0	10,615	100 %
Other Physical Environment				
General, Property & Casualty Insurance	5,095	0	5,095	100 %
Waterway Management System	23,350	0	23,350	100 %
Landscape Maintenance	53,075	0	53,075	100 %
Miscellaneous Landscape	6,370	0	6,370	100 %
Plant Replacement Program	10,615	0	10,615	100 %
Irrigation Maintenance	4,240	0	4,240	100 %
Road & Street Facilities				
Pavement & Drainage Repairs & Maintenance	14,860	0	14,860	100 %
Total Expenditures	<u>376,000</u>	<u>28,610</u>	<u>347,390</u>	<u>92 %</u>
Excess of Revenues Over (Under) Expenditures	0	(13,610)	(13,610)	0 %
Fund Balance, End of Period	<u>0</u>	<u>(13,610)</u>	<u>(13,610)</u>	<u>0 %</u>

Belmond Reserve CDD
Reconcile Cash Accounts

Summary

Cash Account: 10101 Cash-Operating Account
Reconciliation ID: 04/30/20
Reconciliation Date: 4/30/2020
Status: Locked

Bank Balance	381.35
Less Outstanding Checks/Vouchers	0.00
Plus Deposits in Transit	0.00
Plus or Minus Other Cash Items	0.00
Plus or Minus Suspense Items	<u>0.00</u>
Reconciled Bank Balance	381.35
Balance Per Books	<u>381.35</u>
Unreconciled Difference	<u><u>0.00</u></u>

Click the Next Page toolbar button to view details.

Belmond Reserve CDD
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash-Operating Account
Reconciliation ID: 04/30/20
Reconciliation Date: 4/30/2020
Status: Locked

Cleared Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
CD004	4/30/2020	Bank Fee	15.00	
Cleared Checks/Vouchers			15.00	
			15.00	