

November 25, 2020

Board of Supervisors
Grand Hampton Community
Development District

FINAL AGENDA

Dear Board Members:

The Grand Hampton Community Development District regular meeting of the Board of Supervisors will be held on **Thursday, December 3, 2020 at 3:00 p.m.** to be conducted at the Grand Hampton Clubhouse, located at 8301 Dunham Station Drive, Tampa, FL 33647. The following is the agenda for this meeting:

1. **CALL TO ORDER/ROLL CALL**
2. **PLEDGE OF ALLEGIANCE**
3. **AUDIENCE COMMENTS**
4. **BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors' Regular Meeting held on November 05, 2020..... Tab 1
 - B. Consideration of Operation & Maintenance Expenditures October 2020 Tab 2
5. **BUSINESS ITEMS**
 - A. Consideration of Resolution 2021-02, Re-Designating Officers Tab 3
 - B. Update on Pond Inspection Report – Allen Zacchino..... Tab 4
 - C. Presentation of Aquatics Report – Solitude..... Tab 5
5. **STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
 1. Financial Status Update Tab 6
6. **SUPERVISOR REQUESTS**
7. **ADJOURNMENT**

I 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,

Aimee Brandon

Aimee Brandon
District Manager

cc: Mercedes Tutich, Chairman
John Vericker, District Counsel

Tab 1

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.

**GRAND HAMPTON
COMMUNITY DEVELOPMENT DISTRICT**

The Grand Hampton Community Development District regular meeting of the Board of Supervisors was held on **Thursday, November 5, 2020 at 3:01 p.m.** at the Grand Hampton Clubhouse, located at 8301 Dunham Station Drive, Tampa, FL 33647

Present and constituting a quorum:

| | |
|--------------------|--|
| Mercedes Tutich | Board Supervisor, Chairman |
| Shawn Cartwright | Board Supervisor, Vice-Chairman |
| Larry Wasserberger | Board Supervisor, Assistant Secretary |
| Joe Farrell | Board Supervisor, Assistant Secretary |
| Alicia Stremming | Board Supervisor, Assistant Secretary |

Also present were:

| | |
|------------------|---|
| Greg Cox | District Manager, Rizzetta & Company, Inc. |
| Aimee Brandon | District Manager, Rizzetta & Company, Inc. |
| John Vericker | District Counsel, Straley Robin Vericker |
| Rick Schappacher | District Engineer, Schappacher Engineering |
| Nick Margo | Representative, Solitude |

FIRST ORDER OF BUSINESS

Call to Order

Mr. Greg Cox called the meeting to order and read the roll call.

SECOND ORDER OF BUSINESS

Audience Comments

No audience members present.

THIRD ORDER OF BUSINESS

**Consideration of Minutes of the Board
of Supervisors' Meeting held on
September 3, 2020**

Mr. Greg Cox presented the meeting minutes for the Board's consideration.

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| On a motion from Ms. Mercedes Tutich, seconded by Mr. Shawn Cartwright, the Board approved the minutes of September 3, 2020 Board of Supervisors' meeting, as presented, for the Grand Hampton Community Development District. |
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47 **FOURTH ORDER OF BUSINESS** **Consideration of Operation &**
48 **Maintenance Expenditures for August**
49 **and September 2020**
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51 Mr. Cox presented the August and September 2020 Operation and Maintenance
52 expenditures for the Board's consideration.
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On a motion from Mr. Shawn Cartwright, seconded by Ms. Alicia Stremming, the Board approved to ratify the payments of the invoices on the O&M Expenditures Reports for August 2020 (\$12,753.56) and September 2020 (\$19,099.12), for the Grand Hampton Community Development District.

54 **FIFTH ORDER OF BUSINESS** **Discussion of Pond Inspection Report**
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57 Mr. Greg Cox presented the Pond Inspection Report and Aquatics Report to the
58 Board. Ms. Stremming asked for clarification on the terminology used on ponds #32, #38,
59 and #48.
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61 **SIXTH ORDER OF BUSINESS** **Presentation of Aquatics Report**
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63 The Board reviewed the September 2020 Solitude Pond Report and received a
64 pond maintenance update. There were no Board comments or questions at this time.
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66 **SEVENTH ORDER OF BUSINESS** **Consideration of Resolution 2020-01;**
67 **Re-Designating Assistant Secretaries**
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69 Mr. Greg Cox presented the Board with the Resolution 2021-01, Re-Designating
70 assistant secretaries.
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On a motion from Mr. Shawn Cartwright, seconded by Ms. Mercedes Tutich, the Board approved Resolution 2021-01 naming Mrs. Aimee Brandon as Assistant Secretary, for the Grand Hampton Community Development District.

72 **EIGHTH ORDER OF BUSINESS** **Consideration of Second Addendum**
73 **to District Management Services**
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76 Mr. Greg Cox presented the Board with the second addendum for District
77 Management Services.
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On a motion from Mr. Shawn Cartwright, seconded by Mr. Joe Farrell, the Board approved the second addendum to District Management Services, for the Grand Hampton Community Development District.

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TENTH ORDER OF BUSINESS **Staff Reports**

A. District Counsel

The Board received the District Counsel update via phone conference from Mr. John Vericker. Mr. Cartwright asked about possible changes to future meetings due to a spike in COVID-19 cases.

B. District Engineer

The Board received the District Engineer report from Mr. Rich Schappacher. Mr. Schappacher shared with the Board his expectation to receive bids in January for aquatic plants when the water levels are lower. The Board requested that the clearing of excessive vegetation in the ditch off Hampton Lakes Drive be scheduled for early spring.

C. District Manager

The Board received the District Manager report from Mr. Cox and he minded the Board of the next scheduled meeting on December 3rd, 2020 at 3:00 p.m. Ms. Tutich suggested waiting till a week before the next meeting to review if there were enough business items at that time to hold a December meeting. If not, the next scheduled Board of Supervisors meeting will be held January 7th, 2020 at 3:00p.m. Mr. Cox also presented the Board with the Financial Status report.

ELEVENTH ORDER OF BUSINESS **Supervisor Requests**

During Supervisor requests, Ms. Mercedes Tutich expressed her appreciation to Mr. Cox for his many years of service as their District Manager.

TWELFTH ORDER OF BUSINESS **Adjournment**

Mr. Greg Cox stated that if there was no further business to come before the Board then a motion to adjourn would be in order.

On a motion from Mr. Joe Farrell, seconded by Mr. Shawn Cartwright the Board approved to adjourn at 3:31 p.m. for the Grand Hampton Community Development District

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Secretary / Assistant Secretary

Chairman / Vice Chairman

Tab 2

GRAND HAMPTON COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 12750 CITRUS PARK LANE · SUITE 115 · TAMPA, FLORIDA 33625

Operation and Maintenance Expenditures October 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from October 1, 2020 through October 31, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$14,804.46**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Grand Hampton Community Development District
Paid Operation & Maintenance Expenditures
 October 1, 2020 Through October 31, 2020

| <u>Vendor Name</u> | <u>Check Number</u> | <u>Invoice Number</u> | <u>Invoice Description</u> | <u>Invoice Amount</u> |
|-----------------------------------|---------------------|-----------------------|---|----------------------------|
| Disclosure Services, LLC | 001908 | 1-Disclosure | Amortization Schedule Series 2016-5-1-20 | \$ 100.00 |
| Innersync | 001904 | 18888 | Website Compliance Quarterly Service 10/20 | \$ 384.38 |
| Rizzetta & Company, Inc. | 001905 | INV0000053391 | District Management Fees 10/20 | \$ 4,001.83 |
| Rizzetta & Company, Inc. | 001905 | INV0000053646 | Assessment Roll Preparation FY 20/21 | \$ 5,000.00 |
| Rizzetta Amenity Services, Inc | 001906 | INV00000000007999 | Actual Bi-Weekly Payroll 10/2/20 | \$ 748.44 |
| Rizzetta Amenity Services, Inc | 001909 | INV00000000008030 | Auto Mileage/Travel 09/30 | \$ 108.12 |
| Rizzetta Amenity Services, Inc | 001909 | INV00000000008058 | Actual Bi-Weekly Payroll 10/16/20 | \$ 348.44 |
| Rizzetta Technology Services, LLC | 001910 | INV0000006438 | Website Hosting Services 10/20 | \$ 100.00 |
| Schappacher Engineering, LLC | 001911 | 1717 | Engineering Services 09/20 | \$ 292.50 |
| Straley Robin Vericker | 001912 | 18949 | Professional Services Billed Through 10/15/20 | \$ 165.00 |
| U.S. Bank | 001907 | 5879891 20-21 | Trustee Fees Series 2014 09/01/20-08/31/21 | \$ 3,555.75 |
| Report Total | | | | <u>\$ 14,804.46</u> |

Tab 3

RESOLUTION 2021-02

**A RESOLUTION OF THE BOARD OF SUPERVISORS
DESIGNATING THE OFFICERS OF THE GRAND
HAMPTON COMMUNITY DEVELOPMENT DISTRICT,
AND PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, the Grand Hampton Community Development District (the “District”), is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated in the City of Tampa, Florida; and

WHEREAS, the Board of Supervisors (hereinafter the “Board”) desires to designate the Officers of the District per F.S. 190.006(6).

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

1. The following persons are elected to the offices shown, to wit:

| | |
|-------|---------------------|
| _____ | Chair |
| _____ | Vice-Chair |
| _____ | Secretary |
| _____ | Treasurer |
| _____ | Assistant Treasurer |
| _____ | Assistant Secretary |
| _____ | Assistant Secretary |
| _____ | Assistant Secretary |
| _____ | Assistant Secretary |

2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 3rd day of December, 2020.

ATTEST:

**GRAND HAMPTON COMMUNITY
DEVELOPMENT DISTRICT**

Name: _____
Secretary / Assistant Secretary

Name: _____
Chair / Vice Chair of the Board of Supervisors