

December 30, 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, January 7, 2021 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 ITEMS**
 - A. Discussion of Open Seat #3
 - B. Consideration of Resolution 2021-02,
Re-Designating Officers Tab 1
 - C. Update on Pond Inspection Report..... Tab 2
 1. Discussion on Pond #30
 - D. Presentation of Aquatics Report
 1. Review of Waterway Inspection Report for
November & December 2020 Tab 3
5. **STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
 1. Financial Status Update Tab 4
6. **BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors'
Regular Meeting held on November 05, 2020..... Tab 5
 - B. Consideration of Operation & Maintenance Expenditures
October and November 2020 Tab 6
7. **SUPERVISOR REQUESTS**
8. **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

Tab 1

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 7th day of January, 2020.

ATTEST:

**GRAND HAMPTON COMMUNITY
DEVELOPMENT DISTRICT**

Name: _____
Secretary / Assistant Secretary

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

Tab 2

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.

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 reminded 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

Secretary / Assistant Secretary

Chairman / Vice Chairman

Tab 3

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>

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GRAND HAMPTON COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures November 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from November 1, 2020 through November 30, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$12,679.35**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Grand Hampton Community Development District
Paid Operation & Maintenance Expenditures
November 1, 2020 Through November 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Alicia F Stremming	001921	AS110520	Board of Supervisors Meeting 11/05/20	\$ 200.00
Department of Economic Opportunity	001918	82966	Special District Fee FY 20/21	\$ 175.00
Grau & Associates	001916	X4250232I128	Audit FYE 09/30/20	\$ 52.00
Joseph Farrell	001919	JF110520	Board of Supervisors Meeting 11/05/20	\$ 200.00
Larry S. Wasserberger	001920	SC110520	Board of Supervisors Meeting 11/05/20	\$ 200.00
Mercedes Tutich	001922	MT110520	Board of Supervisors Meeting 11/05/20	\$ 200.00
Rizzetta & Company, Inc.	001913	INV0000054260	District Management Fees 11/20	\$ 4,001.83
Rizzetta Amenity Services, Inc	001917	INV00000000008089	Actual Bi-Weekly Payroll 10/30/20	\$ 348.44
Rizzetta Amenity Services, Inc	001924	INV00000000008119	Auto Mileage/Travel 10/20	\$ 134.64
Rizzetta Amenity Services, Inc	001924	INV00000000008146	Actual Bi-Weekly Payroll 11/13/20	\$ 748.44
Rizzetta Technology Services, LLC	001914	INV0000006543	Website Hosting Services 11/20	\$ 100.00
Shawn Cartwright	001923	SC110520	Board of Supervisors Meeting 11/05/20	\$ 200.00
Solitude Lake Management	001915	PI-A00487836	Monthly Lake and Wetland Services 10/20	\$ 2,699.00
Solitude Lake Management	001925	PI-A00504009	Monthly Lake and Wetland Services 11/20	\$ 3,420.00
Report Total				<u>\$ 12,679.35</u>