



Rizzetta & Company

# **Grand Hampton Community Development District**

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## **Board of Supervisors' 1<sup>st</sup> Audit Committee and Regular Meeting March 4, 2021**

**District Office:  
12750 Citrus Park Lane, Suite 115  
Tampa, Florida 33625  
813.933.5571**

**[www.grandhamptoncdd.org](http://www.grandhamptoncdd.org)**

# **GRAND HAMPTON COMMUNITY DEVELOPMENT DISTRICT AGENDA**

at the Grand Hampton Clubhouse, located at 8301 Dunham Station Drive, Tampa, FL  
33647

<b>District Board of Supervisors</b>	Mercedes Tutich Shawn Cartwright Vacant Joe Farrell Alicia Stremming	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
<b>District Manager</b>	Aimee Brandon	Rizzetta & Company, Inc.
<b>District Attorney</b>	John Vericker	Straley & Robin
<b>Interim District Engineer</b>	Rick Schappacher	Schappacher Engineering

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

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

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

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

**GRAND HAMPTON COMMUNITY DEVELOPMENT DISTRICT**  
**DISTRICT OFFICE • 12750 CITRUS PARK LANE SUITE #115 • TAMPA, FL 33625**  
**www.grandhamptoncdd.org**

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**February 23, 2021**

**Board of Supervisors**  
**Grand Hampton Community**  
**Development District**

**AGENDA**

Dear Board Members:

The Grand Hampton Community Development District first audit committee meeting and the regular meeting of the Board of Supervisors will be held on **Thursday, March 4, 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:

**AUDIT COMMITTEE MEETING**

**1. CALL TO ORDER/ROLL CALL**

**2. BUSINESS ADMINISTRATION**

- A. Presentation of Audit Proposal Instructions.....Tab 1
- B. Presentation of Audit Evaluation Criteria.....Tab 2

**BOARD OF SUPERVISORS MEETING**

**1. CALL TO ORDER/ROLL CALL**

**2. PLEDGE OF ALLEGIANCE**

**3. AUDIENCE COMMENTS**

**4. BUSINESS ITEMS**

- A. Consideration of Resumes for open Seat # 3.....Tab 3
- B. Consideration of Resolution 2021-02,  
Re-Designating Officers.....Tab 4
- C. Update on Pond Inspection Report
- D. Presentation of Aquatics Report
  - 1. Review of Waterway Inspection Report for  
February 2021.....Tab 5

**5. STAFF REPORTS**

- A. District Counsel
- B. District Engineer
- C. District Manager
  - 1. Financial Status Update.....Tab 6

**6. BUSINESS ADMINISTRATION**

- A. Consideration of Minutes of Board of Supervisors'  
Regular Meeting held on February 4, 2021.....Tab 7
- B. Consideration of Operation & Maintenance Expenditures  
for January 2021.....Tab 8

**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**

**THE GROVES COMMUNITY DEVELOPMENT DISTRICT  
REQUEST FOR PROPOSALS**

**District Auditing Services for Fiscal Year 2020-2021  
Pasco County, Florida**

**INSTRUCTIONS TO PROPOSERS**

**SECTION 1. DUE DATE.** Sealed proposals must be received no later than **March 18, 2021 at 12:00 p.m.**, at the offices of District Manager, located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, Florida 33544. Proposals will be publicly opened at that time.

**SECTION 2. FAMILIARITY WITH THE LAW.** By submitting a proposal, the Proposer is assumed to be familiar with all federal, state, and local laws, ordinances, rules and regulations that in any manner affect the work. Ignorance on the part of the Proposer will in no way relieve it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.

**SECTION 3. QUALIFICATIONS OF PROPOSER.** The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience and licensing to do the work specified herein. The Proposer shall submit with its proposal satisfactory evidence of experience in similar work and show that it is fully prepared to complete the work to the satisfaction of the District.

**SECTION 4. SUBMISSION OF ONLY ONE PROPOSAL.** Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

**SECTION 5. SUBMISSION OF PROPOSAL.** Submit one (1) digital copy and seven (7) hard copies of the Proposal Documents, and other requested attachments at the time and place indicated herein, which shall be enclosed in an opaque sealed envelope, marked with the title “Auditing Services – The Groves Community Development District” on the face of it.

**SECTION 6. MODIFICATION AND WITHDRAWAL.** Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where proposals are to be submitted at any time prior to the time and date the proposals are due. No proposal may be withdrawn after opening for a period of ninety (90) days.

**SECTION 7. PROPOSAL DOCUMENTS.** The proposal documents shall consist of the notice announcing the request for proposals, these instructions, the Evaluation Criteria Sheet and a proposal with all required documentation pursuant to Section 12 of these instructions (the “Proposal Documents”).

**SECTION 8. PROPOSAL.** In making its proposal, each Proposer represents that it has read and understands the Proposal Documents and that the proposal is made in accordance therewith.

**SECTION 9. BASIS OF AWARD/RIGHT TO REJECT.** The District reserves the right to reject any and all proposals, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

**SECTION 10. CONTRACT AWARD.** Within fourteen (14) days of receipt of the Notice of Award from the District, the Proposer shall enter into and execute a Contract (engagement letter) with the District.

**SECTION 11. LIMITATION OF LIABILITY.** Nothing herein shall be construed as or constitute a waiver of District's limited waiver of liability contained in section 768.28, Florida Statutes, or any other statute or law.

**SECTION 12. MISCELLANEOUS.** All proposals shall include the following information in addition to any other requirements of the proposal documents.

- A. List position or title of all personnel to perform work on the District audit. Include resumes for each person listed; list years of experience in present position for each party listed and years of related experience.
- B. Describe proposed staffing levels, including resumes with applicable certifications.
- C. Three references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.
- D. The lump sum cost of the provision of the services under the proposal

**SECTION 13. PROTESTS.** Any protest regarding the Proposal Documents, must be filed in writing, at the offices of the District Manager, within seventy-two (72) hours after the receipt of the proposed project plans and specifications or other contract documents. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid plans, specifications or contract documents.

**SECTION 14. EVALUATION OF PROPOSALS.** The criteria to be used in the evaluation of proposals are presented in the Evaluation Criteria Sheet, contained within the Proposal Documents.



## Tab 2

## AUDITOR SELECTION EVALUATION CRITERIA

### 1. *Ability of Personnel.*

**(20 Points)**

(E.g., geographic locations of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel; present ability to manage this project; evaluation of existing work load; proposed staffing levels, etc.)

## 2. Proposer's Experience.

**(20 Points)**

(E.g. past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other Community Development Districts in other contracts; character, integrity, reputation, of respondent, etc.)

### 3. *Understanding of Scope of Work.*

**(20 Points)**

Extent to which the proposal demonstrates an understanding of the District's needs for the services requested.

#### **4. *Ability to Furnish the Required Services.***

**(20 Points)**

Extent to which the proposal demonstrates the adequacy of Proposer's financial resources and stability as a business entity necessary to complete the services required (E.g. the existence of any natural disaster plan for business operations).

## 5. Price

**(20 Points)**

Points will be awarded based upon the price bid for the rendering of the services and reasonableness of the price to the services

## Tab 3

# CHRISTOPHER F. MOORE

Address: 20207 Heritage Point Drive, Tampa, FL 33647 Phone: (904) 762-5797 E-mail: cfmoore20@gmail.com

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## Profile:

### IT Strategist | Cloud Transformation Leader | Cloud Evangelist

*Chris is an experienced leader focused on delivering business outcomes via the CIO, CFO, & CTO agenda. His focus includes helping drive digital and cloud transformation through alignment of business objectives with cross-discipline IT capabilities. Chris has provided a broad portfolio of advisory services to Fortune 500 companies and federal, state, and local government entities (including Southwest Florida Water Management District).*

#### Areas of Expertise:

- **IT Strategy:** IT Strategic Planning & Tactical Execution | Target Operating Model | Value Tracking & Business Case
- **Financial Management:** Budgeting | Forecasting & Modeling | Cost Take out | Resource optimization
- **Disaster recovery and Business Continuity Management:** Business Impact Analysis | Disaster Recovery

## Professional Experience:

### Senior Vice President, Digital Transformation AlixPartners LLP

Tampa, Florida  
February 2020 – Present

#### *Select Experience:*

##### **Digital:**

- Lead enterprise digital transformation and cost take out projects across medium and large corporations
- Provide expertise in the areas of Cloud transformation and Cloud Resource Optimization
- Serve as expert witness in the areas of Cloud and IT outsourcing for trials and arbitration.

### Manager, CIO Advisory KPMG LLP

Tampa, Florida  
January 2012 – Present

#### *Select Experience:*

##### **Cloud Transformation:**

- Led enterprise cloud transformation projects focused on strategic planning and roadmap development.
- Facilitate alignment and decision-making workshops with business leaders, IT leaders and other groups (Security, Legal, Internal Audit) to align and accelerate cloud initiatives.
- Led 10+ cloud strategy and transformation projects, including workstreams over the following:
  - **Cloud Strategy and Business case:** Development of cloud strategies, business value measures, and roadmaps
  - **Cloud Financial Management:**
    - Built out cloud financial management capabilities for clients, including budget, spend, and optimization
    - Developed total cost of ownership models and business cases for current and forecasting cloud spend
    - Build out policy, standards, and processes for governance of cloud spend, reporting, optimization
  - **Cloud Governance:** Established and led governance bodies focused on prioritizing, aligning, and planning cloud needs, including development of processes for demand intake, policy, and demand intake.
  - **Cloud Suitability & Architecture:**
    - Led development of frameworks and standards for cloud suitability and enterprise architecture decision-making including AWS, Azure, and GCP Standards
    - Assisted clients with multi-Cloud Ecosystem automation tool selection including: CI/CD, Infrastructure-as-code, Cloud Management, and DRaaS
  - **Cloud Migration:**
    - Assisted clients with data center modernization strategy and development of Azure and AWS cloud migration capabilities.

##### **IT Strategy and Performance:**

- Delivered 15+ projects providing IT Advisory services including IT Strategy, Target Operating Model, disaster

# CHRISTOPHER F. MOORE

Address: 20207 Heritage Point Drive, Tampa, FL 33647 Phone: (904) 762-5797 E-mail: cfmoore20@gmail.com

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recovery, business continuity, systems integration, ERP Implementation, PMO, Infrastructure Ops, Process Improvement and IT governance.

- Served as program manager for multiple IT Infrastructure initiatives including,
  - Led end-user computing Voice service transformation focused on empowering a mobile workforce.
  - Led Storage (SAN, NAS) cost-reduction projects yielding \$25M in cost savings opportunities
  - Led Global Network Refresh Program with \$20M budget and over 2000 devices annually
  - Created a RFP on behalf of a Fortune 50 client for Managed Service of Corporate Network (LAN)
- Assisted in the delivery of multiple business impact analysis (BIA) in support of business continuity planning
- Led 5 international projects in Asia and Europe, including resource coordination with member firms

## ***Research & IP Development:***

- Primary author of KPMG Cloud Governance and Modern Cloud First White Papers
- Served as primary author for KPMG-wide web-based training “Introduction to Enterprise Networks”
- Led creation of KPMG Cloud Governance service toolkit, including processes, policies, roles and responsibilities
- Created and wrote KPMG Point of Views on Cloud Resiliency, Cloud Financial Management, Cloud Operating Model
- Led team focused on analysing AWS Resiliency & Outages to create Cloud Resiliency insights and IP

## ***Internal Roles:***

- *Leader AWS Evangelist* - KPMG’s Cloud Transformation Practice
  - Led training, IP development, and technical interviews
- *Leader* – KPMG Veterans Network Florida Chapter
  - Served as the Non-Veteran Leader for supporting and empowering veterans
- *Member* – *Global Next-Generation IT Operating Model Team*
  - Member of select global team building Operating Model IP of the future
- *Co-President* - KPMG Tampa Employer of Choice Council
  - Led 150-member office culture, diversity, and community giving initiatives
- *Member* – CIO Advisory Learning Council

## **IT Staff**

Institute of Food and Agricultural Science (IFAS), University of Florida

Oct. 2010 – December 2011

Gainesville, FL

## **IT Intern II**

HD Supply

May 2011 – August 2011

Orlando, FL

## **Education:**

### **Master of Science in Information Systems and Operations Management**

University of Florida - Hough Graduate School of Business

Gainesville, FL

### **Bachelor of Science in Economics**

Florida State University

Tallahassee, FL

Minors: **Computer Science, Applied Economics**

## **Training & Certifications:**

AWS Certified Solutions Architect – Associate

July 2017 – July 2020

ITIL v3 Foundations, EXIN

January 2012 – Present

VTSP – VMware Cloud on AWS, VTSP – Foundation

April 2018 – Present

Foundational Coursework in Google Cloud (GCP), DevOps via Cloud Academy

Jan 2018 – Present

## **Associations:**

**Florida Technology Council**, Cloud Working Group

May 2019- Jan 2020

## Tab 4

**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 4th day of March 2021.

**ATTEST:**

**GRAND HAMPTON COMMUNITY  
DEVELOPMENT DISTRICT**

Name: \_\_\_\_\_  
Secretary / Assistant Secretary

Name: \_\_\_\_\_  
Chair / Vice Chair of the Board of Supervisors

## Tab 5





## The Groves CDD Waterway Inspection Report

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**Reason for Inspection:** Monthly required

**Inspection Date:** 02/09/2021

**Prepared for:**

Matthew Huber, District Manager  
Rizzetta & Company  
12750 Citrus Park Lane, Suite #115  
Tampa, Florida 33625

**Prepared by:**

Nick Margo, Aquatic Biologist

**TABLE OF CONTENTS**

	Pg
<b>SITE ASSESSMENTS</b>	
PONDS1, 3A, 3B	3
PONDS4, 4R, 5	4
PONDS6G, FN, FS	5
PONDS 7	6
<b>MANAGEMENT/COMMENTS SUMMARY</b>	6 & 7
<b>SITE MAP</b>	8

1

## Comments:

Site looks good

The site is in good condition with decay from a previous shoreline weed treatment present but no new regrowth observed.

## Action Required:

Re-inspect next visit

## Target:



February, 2021



February, 2021

3A

## Comments:

Normal growth observed

The site contains some traces of filamentous algae but is in overall good condition as shoreline vegetation is being well controlled.

## Action Required:

Routine maintenance next visit

## Target:

Surface algae



February, 2021



February, 2021

3B

## Comments:

Site looks good

The site is in good condition with minimal nuisance vegetation and small traces of native vegetation including fragrant water lily.

## Action Required:

Re-inspect next visit

## Target:



February, 2021



February, 2021



4

**Comments:**

Site looks good

The site is in good condition with minimal nuisance, shoreline vegetation and good water clarity.

**Action Required:**

Re-inspect next visit

**Target:**

February, 2021



February, 2021

4R

**Comments:**

Site looks good

The site contains minimal nuisance, shoreline vegetation and has been dyed to improve aesthetics due to water turbidity.

**Action Required:**

Re-inspect next visit

**Target:**

February, 2021



February, 2021

5

**Comments:**

Site looks good

The site is in good condition with minimal nuisance, shoreline vegetation and good water clarity.

**Action Required:**

Re-inspect next visit

**Target:**

February, 2021



February, 2021



## Site: 6G

### Comments:

Site looks good

There is a large amount of decay on-site from a previous selective herbicide treatment for torpedograss but the site is in overall good condition.

### Action Required:

Re-inspect next visit

### Target:



February, 2021



February, 2021

## Site: F-N

### Comments:

Site looks good

The site is in excellent condition with a good mixture of native, beneficial vegetation, minimal nuisance, shoreline weeds and good water clarity.

### Action Required:

Re-inspect next visit

### Target:



February, 2021



February, 2021

## Site: F-S

### Comments:

Site looks good

The site is in good condition with no nuisance, shoreline vegetation observed on-site.

### Action Required:

Re-inspect next visit

### Target:



February, 2021



February, 2021

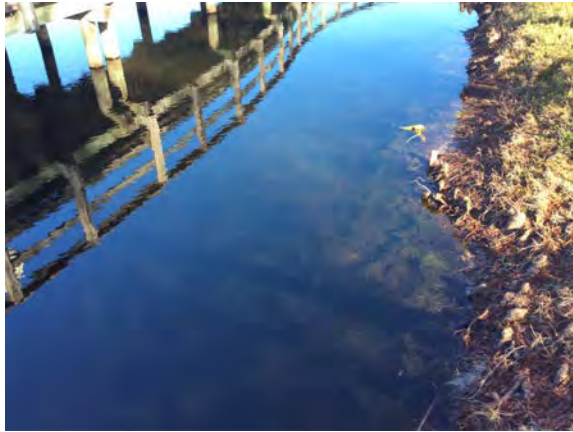
**Site: 7****Comments:**

Site looks good

The shoreline is being kept in good condition with torpedograss and cattails being kept at bay.

**Action Required:**

Re-inspect next visit

**Target:**

February, 2021



February, 2021

**Management Summary**

The waterway inspection for the Groves CDD was completed on February 9th, 2021 for sites: 1, 3A, 3B, 4, 4R, 5, 6G, F-N, F-S & 7.

Out of the sites inspected, very few issues were observed. Only one had minor algae issues and one had a high amount of decay.

The only site inspected with any noticeable algae was site 3A and even then, this algae was contained to an area of very shallow water in an area that looked it was on it's way to being dry. This should be easily remedied by the technician during their next visit.

There is a high amount of decay on site 6G. 6G also looked to be on the shallow side and have a receding water line so accelerated growth might occur as the basin is exposed. The technician will keep an eye out for any new growth.

Additionally, the buffers on 3A and 3B look to be managed as requested and the reduction in gulf spikerush is noticeable.

All the other sites inspected looked to be in good order and we will address any issues as they arise.

Thank you for choosing SOLitude Lake Management!

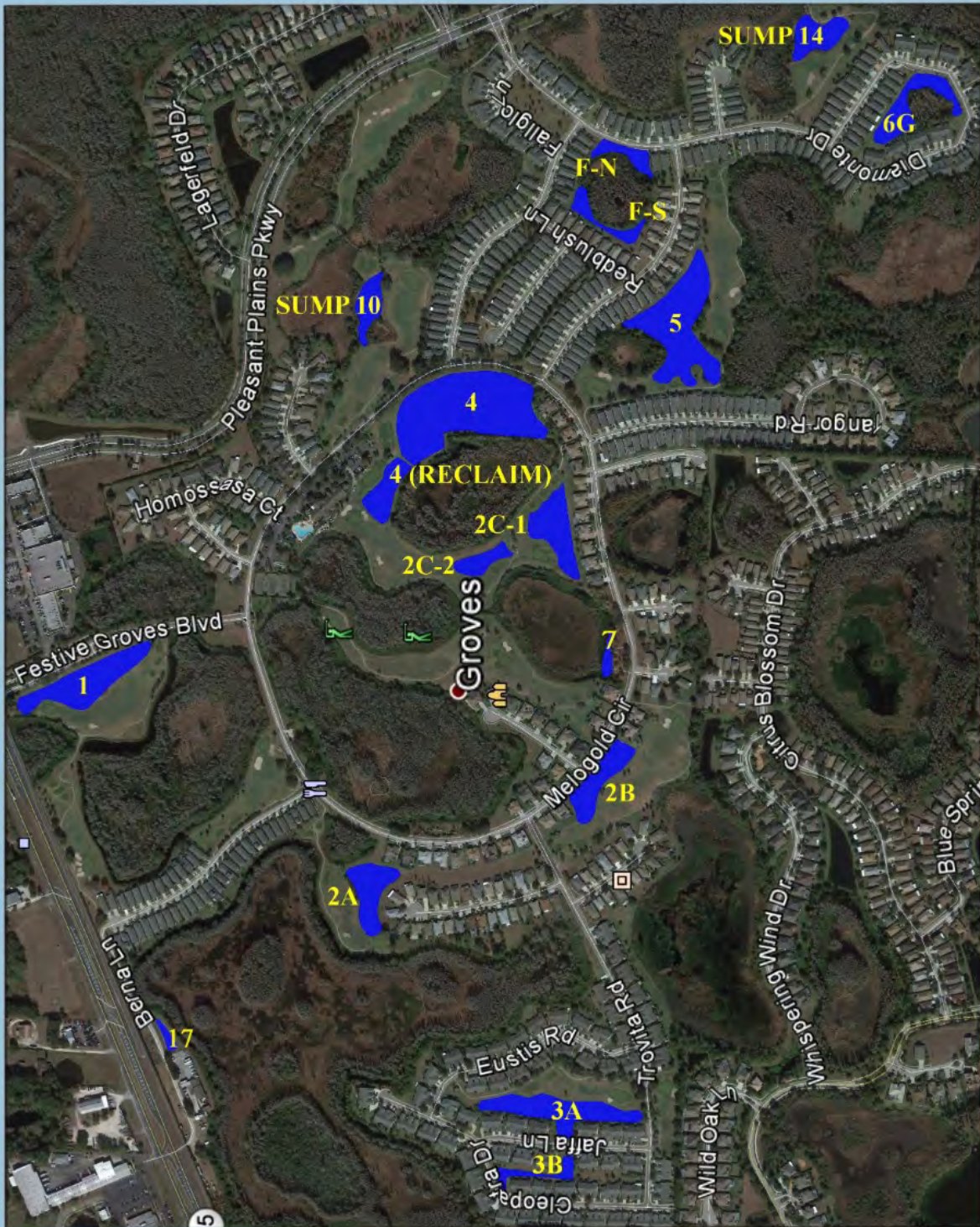
Site	Comments	Target	Action Required
1	Site looks good		Re-inspect next visit
3A	Normal growth observed	Surface algae	Routine maintenance next visit
3B	Site looks good		Re-inspect next visit
4	Site looks good		Re-inspect next visit
4R	Site looks good		Re-inspect next visit
5	Site looks good		Re-inspect next visit
6G	Site looks good		Re-inspect next visit
F-N	Site looks good		Re-inspect next visit
F-S	Site looks good		Re-inspect next visit
7	Site looks good		Re-inspect next visit



**SOLITUDE**  
LAKE MANAGEMENT  
A BERICKILL COMPANY  
Restoring Balance. Enhancing Beauty.

## The Groves CDD Land O Lakes, Florida

Call 888.480.LAKE



PCB

1/2020



## Tab 6



Rizzetta & Company

# **Grand Hampton Community Development District**

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**Financial Statements  
(Unaudited)**

**January 31, 2021**

**Prepared by: Rizzetta & Company, Inc.**

[grandhamptoncdd.org](http://grandhamptoncdd.org)  
[rizzetta.com](http://rizzetta.com)

**Grand Hampton Community Development District**

Balance Sheet

As of 1/31/2021

(In Whole Numbers)

	General Fund	Reserve Fund	Debt Service Fund	Total Governmental Funds	General Fixed Assets Group	General Long Term Debt Group
<b>Assets</b>						
Cash In Bank	109,064	0	0	109,064	0	0
Investments	211,383	0	1,197,737	1,409,120	0	0
Investments - Reserves	0	412,542	0	412,542	0	0
Accounts Receivable	13,564	0	55,592	69,156	0	0
Prepaid Expenses	750	0	0	750	0	0
Due From Other Funds	0	0	0	0	0	0
Amount Available-Debt Service	0	0	0	0	0	1,253,328
Amount To Be Provided Debt Service	0	0	0	0	0	8,156,672
Fixed Assets	0	0	0	0	10,535,006	0
<b>Total Assets</b>	<u>334,762</u>	<u>412,542</u>	<u>1,253,328</u>	<u>2,000,632</u>	<u>10,535,006</u>	<u>9,410,000</u>
<b>Liabilities</b>						
Accounts Payable	4,078	0	0	4,078	0	0
Accrued Expenses Payable	1,340	0	0	1,340	0	0
Due To Developer	0	0	0	0	0	0
Due To Other Funds	0	0	0	0	0	0
Revenue Bonds Payable-Long-Term	0	0	0	0	0	9,410,000
<b>Total Liabilities</b>	<u>5,418</u>	<u>0</u>	<u>0</u>	<u>5,418</u>	<u>0</u>	<u>9,410,000</u>
<b>Fund Equity And Other Credits</b>						
Beginning Fund Balance	202,304	393,728	574,837	1,170,870	10,535,006	0
Net Change in Fund Balance	127,039	18,814	678,491	824,344	0	0
<b>Total Fund Equity And Other Credits</b>	<u>329,344</u>	<u>412,542</u>	<u>1,253,328</u>	<u>1,995,214</u>	<u>10,535,006</u>	<u>0</u>
<b>Total Liabilities And Fund Equity</b>	<u>334,762</u>	<u>412,542</u>	<u>1,253,328</u>	<u>2,000,632</u>	<u>10,535,006</u>	<u>9,410,000</u>

See Notes to Unaudited Financial Statements

# Grand Hampton Community Development District

## Statement of Revenues and Expenditures

001 - General Fund

From 10/1/2020 Through 1/31/2021

(In Whole Numbers)

	Annual Budget	YTD Budget	YTD Actual	YTD Variance	Percent Annual Budget Remaining
Revenues					
Interest Earnings					
Interest Earnings	500	167	94	(72)	81.14%
Special Assessments					
Tax Roll	193,318	193,318	195,042	1,724	(0.89)%
Total Revenues	193,818	193,485	195,136	1,651	(0.68)%
Expenditures					
Legislative					
Supervisor Fees	10,000	3,333	1,800	1,533	82.00%
Financial & Administrative					
Administrative Services	4,500	1,500	1,500	0	66.66%
District Management	22,597	7,532	7,532	0	66.66%
District Engineer	10,000	3,333	9,263	(5,929)	7.37%
Disclosure Report	1,000	1,000	100	900	90.00%
Trustees Fees	6,500	6,500	6,259	241	3.70%
Assessment Roll	5,000	5,000	5,000	0	0.00%
Financial & Revenue Collections	5,000	1,667	1,667	0	66.66%
Accounting Services	15,925	5,308	5,308	0	66.66%
Auditing Services	3,400	0	52	(52)	98.47%
Public Officials Liability Insurance	3,101	3,101	2,960	141	4.54%
Legal Advertising	1,000	333	0	333	100.00%
Dues, Licenses & Fees	175	175	175	0	0.00%
Miscellaneous Fees	500	283	0	283	100.00%
Website Hosting, Maintenance, Backup	3,000	1,000	1,169	(169)	61.04%
Legal Counsel					
District Counsel	10,000	3,333	1,877	1,456	81.23%
Stormwater Control					
Aquatic Maintenance	41,040	13,680	12,959	721	68.42%
Lake/Pond Bank Maintenance	2,000	667	0	667	100.00%
Aquatic Plant Replacement	20,000	6,667	0	6,667	100.00%
Miscellaneous Expense	500	167	0	167	100.00%
Stormwater System Maintenance	5,000	1,667	0	1,667	100.00%
Other Physical Environment					
Property Insurance	289	289	289	0	0.00%
General Liability Insurance	2,819	2,819	2,691	128	4.54%
Landscape Maintenance	4,000	1,333	2,100	(767)	47.50%
Parks & Recreation					

**Grand Hampton Community Development District**

## Statement of Revenues and Expenditures

## 001 - General Fund

From 10/1/2020 Through 1/31/2021

(In Whole Numbers)

	Annual Budget	YTD Budget	YTD Actual	YTD Variance	Percent Annual Budget Remaining
Management Contract	15,000	5,000	5,396	(396)	64.02%
Contingency					
Miscellaneous Contingency	1,472	491	0	491	100.00%
Total Expenditures	193,818	76,179	68,097	8,082	64.87%
Excess of Revenue Over (Under) Expenditures	0	117,306	127,039	9,733	0.00%
Excess of Rev./Other Sources Over (Under) Expend./Other Uses	0	117,306	127,039	9,733	0.00%
Fund Balance, Beginning of Period	0	0	202,304	202,304	0.00%
Fund Balance, End of Period	0	117,306	329,344	212,038	0.00%

**Grand Hampton Community Development District**

## Statement of Revenues and Expenditures

## 005 - Reserve Fund

From 10/1/2020 Through 1/31/2021

(In Whole Numbers)

	Annual Budget	Current Period Actual	Budget To Actual Variance	Budget Percent Remaining
Revenues				
Interest Earnings				
Interest Earnings	0	97	97	0.00%
Special Assessments				
Tax Roll	18,717	18,717	0	0.00%
Total Revenues	18,717	18,814	97	0.52%
Expenditures				
Contingency				
Capital Outlay	100,000	0	100,000	100.00%
Capital Reserves	18,717	0	18,717	100.00%
Total Expenditures	118,717	0	118,717	100.00%
Excess of Revenues Over (Under) Expenditures	(100,000)	18,814	118,814	(118.81)%
Other Financing Sources (Uses)				
Prior Year	100,000	0	(100,000)	(100.00)%
Excess of Rev./Other Sources Over (Under) Expend./Other Uses	0	18,814	18,814	0.00%
Fund Balance, Beginning of Period	0	393,728	393,728	0.00%
Fund Balance, End of Period	0	412,542	412,542	0.00%

**Grand Hampton Community Development District**

## Statement of Revenues and Expenditures

200 - Debt Service Fund Series 2014

From 10/1/2020 Through 1/31/2021

(In Whole Numbers)

	Annual Budget	Current Period Actual	Budget To Actual Variance	Budget Percent Remaining
Revenues				
Interest Earnings				
Interest Earnings	0	44	44	0.00%
Special Assessments				
Tax Roll	636,654	641,830	5,176	0.81%
Total Revenues	636,654	641,874	5,220	0.82%
Expenditures				
Debt Service				
Interest	291,654	148,275	143,379	49.16%
Principal	345,000	0	345,000	100.00%
Total Expenditures	636,654	148,275	488,379	76.71%
Excess of Revenues Over (Under) Expenditures	0	493,599	493,599	0.00%
Excess of Rev./Other Sources Over (Under) Expend./Other Uses	0	493,599	493,599	0.00%
Fund Balance, Beginning of Period	0	443,345	443,345	0.00%
Fund Balance, End of Period	0	936,944	936,944	0.00%

**Grand Hampton Community Development District**

## Statement of Revenues and Expenditures

201 - Debt Service Fund Series 2016

From 10/1/2020 Through 1/31/2021

(In Whole Numbers)

	Annual Budget	Current Period Actual	Budget To Actual Variance	Budget Percent Remaining
Revenues				
Interest Earnings				
Interest Earnings	0	3	3	0.00%
Special Assessments				
Tax Roll	232,350	234,239	1,889	0.81%
Total Revenues	232,350	234,242	1,892	0.81%
Expenditures				
Debt Service				
Interest	97,350	49,350	48,000	49.30%
Principal	135,000	0	135,000	100.00%
Total Expenditures	232,350	49,350	183,000	78.76%
Excess of Revenues Over (Under) Expenditures	0	184,892	184,892	0.00%
Excess of Rev./Other Sources Over (Under) Expend./Other Uses	0	184,892	184,892	0.00%
Fund Balance, Beginning of Period	0	131,493	131,493	0.00%
Fund Balance, End of Period	0	316,385	316,385	0.00%



**Grand Hampton CDD**  
**Investment Summary**  
**January 31, 2021**

<u>Account</u>	<u>Investment</u>	<u>Balance as of</u> <u>January 31, 2021</u>
The Bank of Tampa	Money Market Account	\$ 3,882
The Bank of Tampa ICS Program:		
Great Western Bank	Money Market Account	124,435
United Bank	Money Market Account	83,066
<b>Total General Fund Investments</b>		<b>\$ 211,383</b>
The Bank of Tampa Capital Reserve ICS Program:		
United Bank	Money Market Account	\$ 165,286
Hancock Bank Capital Reserve	Money Market Account	247,256
<b>Total Reserve Fund Investments</b>		<b>\$ 412,542</b>
US Bank Series 2014 Reserve	First American Treasury Obligation Fund Class Z	\$ 222,771
US Bank Series 2014 Revenue	First American Treasury Obligation Fund Class Z	673,360
US Bank Series 2014 Prepayment	First American Treasury Obligation Fund Class Z	85
US Bank Series 2016 Reserve	First American Treasury Obligation Fund Class Y	57,909
US Bank Series 2016 Revenue	First American Treasury Obligation Fund Class Y	242,992
US Bank Series 2016 Prepayment	First American Treasury Obligation Fund Class Y	620
<b>Total Debt Service Fund Investments</b>		<b>\$ 1,197,737</b>

**Grand Hampton Community Development District**

Summary A/R Ledger

001 - General Fund

From 1/1/2021 Through 1/31/2021

Invoice Date	Customer Name	Invoice Number	Current Balance
10/1/2020	Hillsborough County Tax Collector	FY20-21	13,564.22
		Total 001 - General Fund	13,564.22

**Grand Hampton Community Development District**

Summary A/R Ledger

200 - Debt Service Fund Series 2014

From 1/1/2021 Through 1/31/2021

Invoice Date	Customer Name	Invoice Number	Current Balance
10/1/2020	Hillsborough County Tax Collector	FY20-21	40,727.83
		Total 200 - Debt Service Fund Series 2014	40,727.83

**Grand Hampton Community Development District**

Summary A/R Ledger

201 - Debt Service Fund Series 2016

From 1/1/2021 Through 1/31/2021

Invoice Date	Customer Name	Invoice Number	Current Balance
10/1/2020	Hillsborough County Tax Collector	FY20-21	14,863.83
		Total 201 - Debt Service Fund Series 2016	14,863.83
Report Balance			69,155.88

**Grand Hampton Community Development District**

Aged Payables by Invoice Date

Aging Date - 1/1/2021

001 - General Fund

From 1/1/2021 Through 1/31/2021

Vendor Name	Invoice Date	Invoice Number	Invoice Description	Current Balance
Rizzetta Amenity Services, Inc	1/22/2021	INV00000000008447	Actual Bi-Weekly Payroll 01/22/21	345.99
Straley Robin Vericker	1/25/2021	19305	Professional Services Billed Through 01/15/21	732.00
U.S. Bank	1/25/2021	6013842	Trustee Fees Series 2016 01/01/21-12/31/21	3,000.00
			Total 001 - General Fund	4,077.99
Report Total				4,077.99

**Grand Hampton Community Development District**  
**Notes to Unaudited Financial Statements**  
**January 31, 2021**

**Balance Sheet**

1. Trust statement activity has been recorded through 01/31/21.
2. See EMMA (Electronic Municipal Market Access) at <https://emma.msrb.org> for Municipal Disclosures and Market Data.

**Summary A/R Ledger – Payment Terms**

3. Payment terms for landowner assessments are (a) defined in the FY20-21 Assessment Resolution adopted by the Board of Supervisors, (b) pursuant to Florida Statutes, Chapter 197 for assessments levied via the county tax roll.

**Summary A/R Ledger-Subsequent Collections**

4. General Fund – Payment for Invoice FY20-21 in the amount of \$3,772.21 was received in February 2021.
5. Debt Service Fund 2014 – Payment for Invoice FY20-21 in the amount of \$11,326.39 was received in February 2021.
6. Debt Service Fund 2016 – Payment for Invoice FY20-21 in the amount of \$4,133.62 was received in February 2021.

## **Tab 7**

**MINUTES OF MEETING**

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

**GRAND HAMPTON  
COMMUNITY DEVELOPMENT DISTRICT**

The Grand Hampton Community Development District regular meeting of the Board of Supervisors was held on **Thursday, February 4, 2021 at 3:03 p.m.** at the Grand Hampton Clubhouse, located at 8301 Dunham Station Drive, Tampa, FL 33647

Present and constituting a quorum:

Mercedes Tutich	<b>Board Supervisor, Chairman</b>
Shawn Cartwright	<b>Board Supervisor, Vice-Chairman</b>
Joe Farrell	<b>Board Supervisor, Assistant Secretary</b>
Alicia Stremming	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Aimee Brandon	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
John Vericker	<b>District Counsel, Straley Robin Vericker</b>
Kayla Schappacher	<b>District Engineer, Schappacher Engineering</b>
Nick Margo	<b>Representative, Solitude</b>

**FIRST ORDER OF BUSINESS**

**Call to Order**

Ms. Aimee Brandon opened the CDD Board meeting in person at 3:03 p.m. and noted that there were audience members in attendance.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

The Board heard audience comments regarding: Pond #30 and Vacant Seat #3 candidacy.

**THIRD ORDER OF BUSINESS**

**Consideration of Resumes for Open  
Seat #3**

The Board heard from candidate, Mr. Chris Moore who provided the Board with a brief overview of his experiences and qualifications.

Ms. Mercedes Tutich asked if he had served on a Board previously.

Ms. Brandon asked if his schedule would permit him the availability to commit to all future meetings if the Board consider him as a candidate.



51           The Board made the decision to further review the two-resumes received and to  
52 add the discussion to the March CDD meeting.

53  
54 **FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-02,  
Re-Designating Officers**

55  
56  
57           The Board tabled the Consideration of Resolution 2021-02, Re-Designating  
58 Officers.

59  
60 **FIFTH ORDER OF BUSINESS**

**Establishment of Audit Committee**

61  
62           The Board discussed the Establishment of the Audit Committee.

63  

On a motion from Ms. Tutich, seconded by Ms. Stremming, the Board approved to establish the Board of Supervisors as the audit committee for the Grand Hampton Community Development District.

64  
65 **SIXTH ORDER OF BUSINESS**

**Update on Pond Inspection Report**

66  
67           The Board received the Pond Inspection Report from Mr. Allen Zacchino.

68  
69           Mr. Joe Farrell asked for an update on Mr. Zacchino's definition of "friendly"  
70 alligator.

71  
72 **SEVENTH ORDER OF BUSINESS**

**Presentation of Aquatics Report**

73  
74           The Board received the Aquatics Report from Mr. Nick Margo with Solitude.

75  
76           Mr. Margo discussed the Pond #30 discussion and walkthrough conducted with  
77 residents. He explained that he could easily provide a buffer zone on the side of the pond  
78 where residents live. The solution satisfied the resident request.

79  
80           Ms. Tutich requested that Pond #30 be monitored to ensure the health and safety  
81 of the pond.

82  
83           Mr. Margo mentioned that Pond #13 had bad erosion. Ms. Kayla Schappacher  
84 mentioned that she was aware of Pond #13.

85  
86 **EIGHTH ORDER OF BUSINESS**

**Consideration of 2021 Solitude  
Annual Maintenance Service Contract**

87  
88  
89           The Board discussed the consideration of 2021 Solitude Annual Maintenance  
90 Service Contract. The Board agreed that they wanted the automatic renewal with 3%  
91 increase removed from future contracts. The Board discussed continuing to operate  
92 under the current agreement as is for another year.

**NINTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

The Board received District Counsel update from Mr. John Vericker.

Mr. Vericker discussed the E-Verify memorandum and the purpose.

Ms. Tutich asked if Mr. Vericker had reviewed the current agreement with Cross Creek. Mr. Vericker mentioned that he had not seen it but would review it as soon as it was sent to him.

On a motion from Mr. Farrell, seconded by Ms. Stremming, the Board approved the Chairman signing the E-Verify Memorandum for the Grand Hampton Community Development District.

**B. District Engineer**

The Board receive the District Engineer Report from Ms. Schappacher.

**C. District Manager**

The Board received the District Manager report and Financial Status Update from Ms. Brandon.

Ms. Brandon reminded the Board of their next regular scheduled meeting that will be held on March 4th, 2021 at 3:00 p.m.

Ms. Brandon discussed the HOA request for CDD permission to allow fencing to be placed on CDD property and requested for financial assistance towards the cost. The Board agreed that they did not feel comfortable using public funds towards a project that may present the façade that the CDD was privatizing the community when the District owns and maintains public property. The Board agreed that they would like further details and a formal presentation of the request before deciding on the fence and gates. They are also concerned that District Engineer and Solitude would have difficulty accessing certain ponds for maintenance purposes.

**TENTH ORDER OF BUSINESS**

**Consideration of Minutes of the Board  
of Supervisors' Meeting held on  
January 7, 2021**

The Board received the Minutes of the Board of Supervisor' Regular Meeting held on January 7th, 2021.

On a motion form Ms. Stremming, seconded by Mr. Farrell, the Board approved the Minutes of the Board of Supervisors meeting held on January 7th, 2021, as presented, for the Grand Hampton Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Operation &  
Maintenance Expenditures for August  
and December 2020**

Ms. Brandon presented the December 2020 Operation and Maintenance expenditures in the amount of 15,966.07 for the Board's consideration.

On a motion from Mr. Farrell, seconded by Mr. Shawn Cartwright, the board approved to ratify the Operation and Maintenance Expenditures for December 2020 in the amount of \$15,966.07 for the Grand Hampton Community Development District.

**TWELFTH ORDER OF BUSINESS**

**Supervisor Requests**

During Supervisor Request, Mr. Farrell discussed a sign on CDD property advertising a fence company that can be seen on a piece of CDD land near County Line and I275.

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

Ms. Brandon 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 Ms. Tutich, seconded by Ms. Stremming the Board approved to adjourn at 4:27 p.m. for the Grand Hampton Community Development District

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Secretary / Assistant Secretary

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Chairman / Vice Chairman

## Tab 8

# GRAND HAMPTON COMMUNITY DEVELOPMENT DISTRICT

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

## **Operation and Maintenance Expenditures January 2021 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from January 1, 2021 through January 31, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$13,877.58**

Approval of Expenditures:

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_____	Chairperson
_____	Vice Chairperson
_____	Assistant Secretary

## Grand Hampton Community Development District

### Paid Operation & Maintenance Expenditures

January 1, 2021 Through January 31, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Alicia F Stremming	001945	AS010721	Board of Supervisors Meeting 01/7/21	\$ 200.00
Brightview Landscape Services, Inc.	001947	7113401	Tree Removal 11/20	\$ 2,100.00
Innersync	001939	19124	Website Compliance Quarterly Service 01/21	\$ 384.38
Joseph Farrell	001942	JF010721	Board of Supervisors Meeting 01/7/21	\$ 200.00
Mercedes Tutich	001946	MT010721	Board of Supervisors Meeting 01/7/21	\$ 200.00
Rizzetta & Company, Inc.	001936	INV0000055512	District Management Fees 01/21	\$ 4,001.83
Rizzetta Amenity Services, Inc	001937	INV00000000008365	Actual Bi-Weekly Payroll 12/24/20	\$ 346.43
Rizzetta Amenity Services, Inc	001944	INV00000000008394	Actual Bi-Weekly Payroll 01/08/21	\$ 748.58
Rizzetta Amenity Services, Inc	001944	INV00000000008422	Auto Mileage/Travel 12/20	\$ 107.61
Rizzetta Technology Services, LLC	001938	INV0000006743	Website Hosting Services 01/21	\$ 100.00
Schappacher Engineering, LLC	001950	1780	Engineering Services 12/20	\$ 1,466.25
Shawn Cartwright	001941	SC010721	Board of Supervisors Meeting 01/7/21	\$ 200.00
Solitude Lake Management	001951	PI-A00534427	Monthly Lake and Wetland Services 01/21	\$ 3,420.00
Straley Robin Vericker	001940	19203	Professional Services Billed Through 12/15/20	\$ 402.50
<b>Report Total</b>				<b><u>\$ 13,877.58</u></b>