



Rizzetta & Company

# Grand Hampton Community Development District

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**Board of Supervisors'  
Regular Meeting  
May 6, 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>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.

**April 27, 2021**

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

**AGENDA**

Dear Board Members:

The Grand Hampton Community Development District regular meeting of the Board of Supervisors will be held on **Thursday, May 6, 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. Review of Sunshine Law (Counsel) ..... Tab 1
  - B. Administer Oath of Office to Newly Appointed Supervisor – Ben Malek
  - C. Consideration of Resolution 2021-02, Re-Designating Officers ..... Tab 2
  - D. Consideration of FY 2021-2022 Proposed Budget **(under separate cover)**
  - E. Consideration of Resolution 2021-03, Approving Proposed Budget and Setting a Public Hearing Date..... Tab 3
- 5. STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
  - C. Presentation of Aquatics Report
    1. Review of Waterway Inspection Report for April 2021 ..... Tab 4
  - D. District Manager
    1. Presentation of Registered Voter Count..... Tab 5
    2. Review of March Financial Statement ..... Tab 6
- 6. BUSINESS ADMINISTRATION**
  - A. Consideration of Minutes of Board of Supervisors' Regular Meeting held on April 1, 2021 ..... Tab 7
  - B. Consideration of Minutes of Board of Supervisors' 2nd Audit Committee Meeting held on April 1, 2021 ..... Tab 8
  - C. Consideration of Operation & Maintenance Expenditures for March 2021 ..... Tab 9

**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 2**

**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 3**

**RESOLUTION 2021-03**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE GRAND HAMPTON COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED OPERATION AND MAINTENANCE BUDGET FOR FISCAL YEAR 2021/2022; 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 Grand Hampton Community Development District (“**District**”) prior to June 15, 2021 a proposed operation and maintenance budget for the fiscal year beginning October 1, 2021 and ending September 30, 2022 (“**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 GRAND HAMPTON 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 5, 2021  
HOUR: 3:00 p.m.  
LOCATION: Grand Hampton Clubhouse  
8301 Dunham Station Drive  
Tampa, Florida 33647

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 the City of Tampa, Florida, 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 2 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 MAY 6, 2021.**

Attest:

**Grand Hampton Community  
Development District**

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

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

**Exhibit A: Proposed Budget for Fiscal Year 2021/2022**

# Tab 5



*Craig Latimer*  
**Supervisor of Elections**

Our Vision: To be the best place in America to vote

GOVERNOR'S  
STERLING  
AWARD  
RECIPIENT

April 20, 2021

To Whom It May Concern,

As per F.S. 190.006, you'll find the number of qualified registered electors for your Community Development District as of April 15, 2021, listed below.

Community Development District	Number of Registered Electors
Grand Hampton	2227

We ask that you respond to our office with a current list of CDD office holders by **June 1<sup>st</sup>** and that you update us throughout the year if there are changes. This will enable us to provide accurate information to potential candidates during filing and qualifying periods.

Please note it is the responsibility of each district to keep our office updated with current district information. If you have any questions, please do not hesitate to contact me at (813) 384-3944 or [ewhite@hcsoe.org](mailto:ewhite@hcsoe.org).

Respectfully,

Enjoli White  
Candidate Services Liaison

# 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, April 1, 2021 at 3:11 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>
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>
Rick 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 3:11 p.m. and noted that there were audience members in attendance.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

The Board received an audience comment regarding their interest in Open Seat #3 and mentioned that he submitted a resume for consideration.

**THIRD ORDER OF BUSINESS**

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

The Board discussed the Consideration of Resumes for Open Seat #3.

Ms. Brandon asked the Supervisors if they wanted to ask Mr. Ben Malek questions regarding his resume and interest in Open Seat #3.

The Board asked Mr. Malek a series of questions regarding his prior Board experiences. Mr. Malek provided thorough responses to their questions.

51 The Board discussed the two candidates that submitted their interest and agreed  
 52 to appoint Mr. Malek to Open seat #3  
 53

On a motion from Ms. Tutich, seconded by Ms. Stremming, the Board agreed to appoint Mr. Malek to Open Seat #3 for the Grand Hampton Community Development District.

54  
 55 Mr. John Vericker provided Mr. Malek with an overview of Sunshine Laws and  
 56 stated that he would be in further communication with Mr. Malek to provide a full packet  
 57 of information that would include Sunshine Laws and Ethics. Ms. Brandon informed Mr.  
 58 Malek that she would be administering the Oath of Office to him at the beginning on the  
 59 May meeting.

60  
 61 **FOURTH ORDER OF BUSINESS** **Consideration of Resolution 2021-02,**  
 62 **Re-Designating Officers**

63  
 64 The Board tabled the Consideration of Resolution 2021-02, Re-Designating  
 65 Officers.

66  
 67 **FIFTH ORDER OF BUSINESS** **Presentation of Aquatics Report**

68  
 69 The Board received the Aquatics Report from Solitude presented by Mr. Nick  
 70 Margo.

71  
 72 Mr. Margo discussed Pond #16 in detail regarding a small number of fish that  
 73 recently died along with a recent discovery of a dead baby alligator. It was his professional  
 74 opinion that the death of the fish was due to recent changes in temperature and oxygen  
 75 levels in the pond.

76  
 77 Mr. Margo also provided his opinion of the previously discussed chemical,  
 78 Cambistat.

79  
 80 Ms. Tutich asked if Mr. Margo could provide the Board with a formal, professional  
 81 opinion and statement from Solitude regarding the chemical Cambistat and the potential  
 82 effect on the quality and safety of the water in the ponds, if any.

83  
 84 Mr. Margo discussed residents dumping their yard waste into the ponds.

85  
 86 Ms. Tutich asked Ms. Brandon to request the HOA put something in their  
 87 newsletter reminding the residents that they cannot dispose of yard waste in the ponds  
 88 or the wetland/conservation areas.

89  
 90 **SIXTH ORDER OF BUSINESS** **Staff Reports**

91  
 92 **A. District Counsel**

93 The Board received District Counsel update from Mr. Vivek Babbar.

94  
 95 **B. District Engineer**

96 The Board receive the District Engineer Report from Mr. Schappacher.

97  
98 Mr. Schappacher provided the Board with an update on the Pond Bank  
99 restoration project. The company provided Mr. Schappacher with a start date  
100 beginning the first week of May. The Board expressed concern that the delayed  
101 start may cause the length of the project to extend into the rainy season. Mr.  
102 Schappacher said that he would reach out to the vendor and request a sooner  
103 start date to avoid this from happening. Ms. Tutich asked that the HOA be  
104 provided with the start dates of the project so they can communicate the dates  
105 with the community.

106 **C. District Manager**

107 The Board received the District Manager report from Ms. Brandon.

108  
109 Ms. Brandon reminded the Board of their next regular scheduled meeting to be  
110 held on May 6<sup>th</sup>, 2021 at 3:00p.m.

111  
112 Ms. Brandon also reminded the Board that the Budget discussion would occur  
113 during that same meeting.

114  
115 Ms. Brandon provided the Board with the Districts financials for the month of  
116 February.

117  
118 Ms. Brandon provided the Board with updates on the vendor sign removal  
119 request and the removal of the dead alligator.

120  
121 Ms. Brandon discussed the recommendation of the Audit Committee for Grau &  
122 Associates.

On a motion from Ms. Tutich, seconded by Mr. Farrell, the Board approved the recommendation of the Audit Committee for Grau & Associates for the Grand Hampton Community Development District.

123  
124 **SEVENTH ORDER OF BUSINESS** **Consideration of Minutes of the Board**  
125 **of Supervisors' Meeting held on**  
126 **March 4, 2021**

127  
128 The Board received the Minutes of the Board of Supervisor' Regular Meeting held  
129 on March 4, 2021.

130  
On a motion from Mr. Farrell, seconded by Ms. Stremming, the Board approved the Minutes of the Board of Supervisors' Regular Meeting held on March 4th, 2021, as presented, for the Grand Hampton Community Development District.

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135

**EIGHTH ORDER OF BUSINESS**

**Consideration of Minutes of the Board of Supervisors' 1<sup>st</sup> Audit Committee Meeting held on March 4, 2021**

The Board received the Minutes of the Board of Supervisor' 1<sup>st</sup> Audit Committee Meeting held on March 4, 2021.

On a motion from Ms. Stremming, seconded by Ms. Tutich, the Board approved the Minutes of the Board of Supervisors' 1st Audit Committee Meeting held on March 4th, 2021., 2021, as presented, for the Grand Hampton Community Development District.

**NINTH ORDER OF BUSINESS**

**Consideration of Operation & Maintenance Expenditures for February 2021**

Ms. Brandon presented the February 2021 Operation and Maintenance expenditures in the amount of \$50,610.90 for the Board's consideration.

On a motion from Mr. Farrell, seconded by, Ms. Stremming, the Board approved to ratify the invoices from the O&M Expenditures for February 2021 in the amount of \$50,610.90 for the Grand Hampton Community Development District.

**TENTH ORDER OF BUSINESS**

**Supervisor Requests**

During Supervisor request, Ms. Tutich requested that Ms. Brandon verify that the interest earnings from the Bond indentures are being credited and allocated accurately after the bond was refinanced.

**ELEVENTH 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 agreed to adjourn the meeting at 4:34 p.m. for the Grand Hampton Community Development District

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

\_\_\_\_\_  
Chairman / Vice Chairman



# Tab 8

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**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 2nd audit committee meeting of the Board of Supervisors was held on **Thursday, April 1, 2021 at 3:03 p.m.** at the Grand Hampton Clubhouse, located at 8301 Dunham Station Drive, Tampa, FL 33647

**AUDIT COMMITTEE MEETING**

Present and constituting a quorum:

Mercedes Tutich	<b>Committee Member</b>
Joe Farrell	<b>Committee Member</b>
Alicia Stremming	<b>Committee Member</b>

Also present were:

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

**FIRST ORDER OF BUSINESS                      Call to Order**

Ms. Aimee Brandon opened the 2<sup>nd</sup> Audit Committee meeting in person at 3:03 p.m. and noted that there were audience members in attendance.

**SECOND ORDER OF BUSINESS                      Ranking of Proposals Received**

During the Ranking of Proposals, the Board provided Ms. Aimee Brandon with their individual scoring sheets to be tallied.

Ms. Brandon tallied the numbers and noted that Grau and Associates ranked highest with a total of 278 points.

The Board unanimously agreed as the Audit Committee that Grau and Associates would be their recommendation.

51 **THIRD ORDER OF BUSINESS**

**Adjournment**

52  
53 Ms. Brandon stated that if there was no further business to come before the Board  
54 then a motion to adjourn would be in order.  
55

On a motion from Ms. Tutich, seconded by Ms. Stremming, with all in favor, the Audit Committee approved to adjourn the meeting at 3:11 p.m. for the Grand Hampton Community Development District.

56  
57  
58  
59 \_\_\_\_\_  
60 Secretary / Assistant Secretary

\_\_\_\_\_ Chairman / Vice Chairman

DRAFT

# Tab 9

# GRAND HAMPTON COMMUNITY DEVELOPMENT DISTRICT

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

## Operation and Maintenance Expenditures March 2021 For Board Approval

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

The total items being presented: **\$10,457.15**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

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

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

**Grand Hampton Community Development District**  
**Paid Operation & Maintenance Expenditures**  
 March 1, 2021 Through March 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Alicia F Stremming	001970	AS030421	Board of Supervisors Meeting 03/04/21	\$ 200.00
Joseph Farrell	001968	JF030421	Board of Supervisors Meeting 03/04/21	\$ 200.00
Mercedes Tutich	001972	MT030421	Board of Supervisors Meeting 03/04/21	\$ 200.00
Rizzetta & Company, Inc.	001964	INV0000057018	District Management Fees 03/21	\$ 4,001.83
Rizzetta Amenity Services, Inc	001969	INV00000000008581	Actual Bi-Weekly Payroll 03/05/21	\$ 769.89
Rizzetta Amenity Services, Inc	001973	INV00000000008608	Auto Mileage/Travel 02/21	\$ 180.32
Rizzetta Amenity Services, Inc	001975	INV00000000008635	Actual Bi-Weekly Payroll 03/19/21	\$ 364.61
Rizzetta Technology Services, LLC	001965	INV0000006941	Website Hosting Services 03/21	\$ 100.00
Schappacher Engineering, LLC	001974	1829	Engineering Services 02/21	\$ 1,050.00
Shawn Cartwright	001967	SC030421	Board of Supervisors Meeting 03/04/21	\$ 200.00
Straley Robin Vericker	001966	19409	Professional Services Billed Through 02/15/21	\$ 1,250.50
Straley Robin Vericker	001976	19542	Professional Services Billed 03/22/21	\$ 854.00
Times Publishing Company	001971	0000142591 02/21/21	Legal Advertising 02/21/21	\$ 521.00
Times Publishing Company	001977	0000146012 03/07/21	117449 Legal Advertising 03/21	<u>\$ 565.00</u>

# Grand Hampton Community Development District

## Paid Operation & Maintenance Expenditures

March 1, 2021 Through March 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
<b>Report Total</b>				<b><u>\$ 10,457.15</u></b>