



Rizzetta & Company

Grand Hampton Community Development District

**Board of Supervisors'
Regular Meeting
October 7, 2021**

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

www.grandhamptoncdd.org

GRAND HAMPTON COMMUNITY DEVELOPMENT DISTRICT AGENDA

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

District Board of Supervisors	Mercedes Tutich Shawn Cartwright Ben Malek Joe Farrell Alicia Stremming	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Matthew Huber	Rizzetta & Company, Inc.
District Attorney	Dana Collier	Straley, Robin & Vericker
District Engineer	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 - Tampa, Florida 33625 (813) 994-1001
MAILING ADDRESS – 3434 Colwell Ave, Suite 200, Tampa, Florida 33614
www.grandhamptoncdd.org**

September 30, 2021

**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, October 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 Street Tree Removal..... Tab 1
 - B. Ratification of EGIS Renewal Proposal..... Tab 2
- 5. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 1. Update on Lake Bank Repair Tab 3
 - C. Field Inspection Report August & September Tab 4
 - D. Presentation of Aquatics Report
 1. Review of Waterway Inspection Report for August & September 2021 Tab 5
 - E. District Manager
 1. Presentation July & August 2021 Financial Statement..... Tab 6
- 6. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors' Regular Meeting held on August 5, 2021 Tab 7
 - B. Consideration of Operation & Maintenance Expenditures for July & August 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,

Matthew Huber

Matthew Huber
District Manager

Tab 7

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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 regular meeting of the Board of Supervisors was held on **Thursday, August 5, 2021 at 3:00 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
Joe Farrell	Board Supervisor, Assistant Secretary
Ben Malek	Board Supervisor, Assistant Secretary
Alicia Stremming	Board Supervisor, Assistant Secretary

Also present were:

Matthew Huber	Regional District Manager, Rizzetta & Company
Daryl Adams	District Manager, Rizzetta & Company
Dana Collier	District Counsel, Straley Robin Vericker (via conference call)
Kayla Schappacher	District Engineer, Schappacher Engineering
Nick Margo	Representative, Solitude

FIRST ORDER OF BUSINESS **Call to Order**

Mr. Huber opened the regular CDD Meeting in person at 3:00 p.m. and noted that there were no audience members in attendance.

SECOND ORDER OF BUSINESS **Audience Comments**

There were no audience members present.

THIRD ORDER OF BUSINESS **Staff Reports**

A. District Counsel

The Board received the District Counsel Report from Ms. Dana Collier. The Board had no questions at this time.

B. District Engineer

The Board received the District Engineer Report from Kayla Schappacher.

51 Ms. Schappacher updated the Board on the final walk through and punch list
52 items. She let them know that all items will be complete by next week.

53
54 Ms. Schappacher mentioned that Pond # 16 has some blockage and suggested
55 the Board approve a NTE bid in the amount of \$2,175 based on the Chair's final
56 approval.

On a motion from Ms. Tutich, seconded by Mr. Cartwright, the Board approved a bid to clear the blockage in Pond #16 not to exceed \$2,175.00, based on the Chair's final approval, for the Grand Hampton Community Development District.

57
58 **C. Pond Inspection Report**
59 The Board received the Field Inspection Report from Mr. Allen Zacchino.

60 **D. Aquatics Report**
61 The Board received the Aquatic Report from Solitude. The Board had no questions
62 at this time.

63
64 **D. District Manager**
65 The Board received the District Manager report from Mr. Huber.

66
67 Mr. Huber reminded the Board of their next regular scheduled meeting on
68 September 2, 2021 at 3:00 p.m.

69 **FOURTH ORDER OF BUSINESS** **Consideration of Resolution 2021-05,**
70 **Setting the Meeting Schedule for FY**
71 **2021-2022**
72

On a Motion by Ms. Stremming, seconded by Mr. Cartwright, with all in favor, the Board of Supervisors approved Resolution 2021-05, Adopting Fiscal Year 2021/2021 Meeting Schedule, as presented, for Grand Hampton Community Development District.

73
74 **FIFTH ORDER OF BUSINESS** **Public Hearing on Adopting Fiscal**
75 **Year 2021/2022 Budget**
76

77 Mr. Huber asked the Board for a Motion to Open the Public Hearing on Adopting
78 Fiscal Year 2021/2022 Budget.

On a Motion by Mr. Cartwright, seconded by Mr. Farrell, with all in favor, the Board of Supervisors Opened the Public Hearing on Adopting Fiscal Year 2021/2022 Budget, for Grand Hampton Community Development District.

80
81 There were no public comments at this time.

82

On a Motion by Ms. Tutich, seconded by Mr. Cartwright, with all in favor, the Board of Supervisors Closed the Public Hearing on Adopting Fiscal Year 2021/2022 Budget, for Grand Hampton Community Development District.

83
84 **SIXTH ORDER OF BUSINESS** **Consideration of Resolution 2021-06,**
85 **Adopting Fiscal Year 2021/2022**
86 **Budget**

87
88 Mr. Huber presented Resolution 2021-06, Adopting Fiscal Year 2021/2022 Budget
89 to the Board of Supervisors.
90

On a Motion by Mr. Cartwright, seconded by Ms. Stremming, with all in favor, the Board of Supervisors adopted Resolution 2021-06, Adopting Fiscal Year 2021/2022 Budget, for Grand Hampton Community Development District.

91
92 **SEVENTH ORDER OF BUSINESS** **Consideration of Resolution 2021-07,**
93 **Certifying an Assessment Roll and**
94 **Levying Assessments**

95
96 Mr. Huber presented Resolution 2021-07, Certifying an Assessment Roll and
97 Levying of Assessments for Fiscal Year 2021/2022 to the Board of Supervisors.
98

On a Motion by Ms. Tutich, seconded by Ms. Stremming, with all in favor, the Board of Supervisors adopted Resolution 2021-07, Certifying an Assessment Roll and Levying of Assessment for Fiscal Year 2021/2022, for Grand Hampton Community Development District.

99
100 **EIGHTH ORDER OF BUSINESS** **Consideration of Resolution 2021-08,**
101 **Re-Designating Assistant Secretary**
102

On a motion from Mr. Cartwright, seconded by Ms. Tutich, the Board adopted Resolution 2021-08, Re-Designating Assistant Secretary for the Grand Hampton Community Development District.

103
104 **NINTH ORDER OF BUSINESS** **Consideration of FY 2019-2020 Audit**
105 **Report**
106

On a motion from Mr. Farrell, seconded by Ms. Tutich, the Board approved the FY 2019-2020 Audit Report for the Grand Hampton Community Development District.

111 **TENTH ORDER OF BUSINESS** **Consideration of Minutes of the Board**
112 **of Supervisors' Meeting held on June**
113 **3, 2021**
114

115 The Board received the Minutes of the Board of Supervisor' Regular Meeting held
116 on June 3, 2021.
117

On a motion from Mr. Cartwright, seconded by Mr. Malek, the Board approved the Minutes of the Board of Supervisors' Regular Meeting held on June 3, 2021, as presented, for the Grand Hampton Community Development District.

118
119 **ELEVENTH ORDER OF BUSINESS** **Consideration of Operation &**
120 **Maintenance Expenditures for May**
121 **and June 2021**
122

123 Mr. Huber presented the May and June 2021 Operation and Maintenance
124 expenditures in the amount of \$19,423.71 and \$13,914.32 for the Board's consideration.
125

On a motion from Mr. Farrell, seconded by Ms. Tutich, the Board approved to ratify the paid invoices from the Operation and Maintenance Expenditures for May and June 2021 in the amount of \$19,423.71 and \$13,914.32 for the Grand Hampton Community Development District.

126
127 **TWELFTH ORDER OF BUSINESS** **Supervisor Requests**
128

129 During Supervisor Request, Ms. Tutich discussed access funding accounts and
130 transfers of funds.
131

132 **THIRTEENTH ORDER OF BUSINESS** **Adjournment**
133

134 Mr. Huber stated that if there was no further business to come before the Board
135 then a motion to adjourn would be in order.
136

On a motion from Mr. Cartwright, seconded by Ms. Stremming, the Board approved to adjourn the meeting at 3:53 p.m. for the Grand Hampton Community Development District

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140 _____
141 Secretary / Assistant Secretary Chairman / Vice Chairman

Tab 8

GRAND HAMPTON COMMUNITY DEVELOPMENT DISTRICT

District Office · Wesley Chapel, Florida · (813) 933-5571
Mailing Address · 3434 Colwell Avenue, Suite 200 · Tampa, Florida 33614
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Operation and Maintenance Expenditures July 2021 For Board Approval

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

The total items being presented: **\$104,819.38**

Approval of Expenditures:

Chairperson

Vice Chairperson

Assistant Secretary

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

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Crosscreek Environmental, Inc.	002020	9111	Bank Restoration 06/21	\$ 86,976.00
Innersync	002021	19588	Website Compliance Quarterly Service 07/21	\$ 384.38
Rizzetta & Company, Inc.	002022	INV0000059425	District Management Fees 07/21	\$ 4,001.83
Rizzetta Amenity Services, Inc	002023	INV00000000008888	Actual Bi-Weekly Payroll 06/25/21	\$ 382.56
Rizzetta Amenity Services, Inc	002023	INV00000000008912	Auto Mileage/Travel 06/21	\$ 182.00
Rizzetta Amenity Services, Inc	002023	INV00000000008933	Actual Bi-Weekly Payroll 07/09/21	\$ 745.91
Rizzetta Technology Services, LLC	002024	INV0000007746	Website Hosting Services 07/21	\$ 100.00
Schappacher Engineering, LLC	002025	1927	Engineering Services 07/21	\$ 2,711.25
Solitude Lake Management	002019	PI-A00613815	Lake & Pond Management Services 06/21	\$ 3,420.00
Solitude Lake Management	002028	PI-A00628196	Lake & Pond Management Services 07/21	\$ 3,420.00
Straley Robin Vericker	002026	19922	Legal Services 06/21	\$ 1,650.95
Times Publishing Company	002027	0000160733 07/07/21	117449 Legal Advertising 07/21	\$ 844.50
Report Total				<u>\$ 104,819.38</u>

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Operation and Maintenance Expenditures August 2021 For Board Approval

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

The total items being presented: **\$42,564.93**

Approval of Expenditures:

Chairperson

Vice Chairperson

Assistant Secretary

Grand Hampton Community Development District
Paid Operation & Maintenance Expenditures
 August 1, 2021 Through August 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	002044	AS080521	Board of Supervisors Meeting 08/05/21	\$ 200.00
Ben Malek	002041	BM080521	Board of Supervisors Meeting 08/5/21	\$ 200.00
Brightview Landscape Services, Inc.	002037	7486640	Cut Tree Leaning 07/21	\$ 300.00
Crosscreek Environmental, Inc.	002029	9113 (11)	Ponds 1 & 38 - Backfill 07/21	\$ 1,100.00
Crosscreek Environmental, Inc.	002038	9215	Bank Restoration 06/21	\$ 30,000.00
Joseph Farrell	002040	JF080521	Board of Supervisors Meeting 08/05/21	\$ 200.00
Mercedes Tutich	002045	MT080521	Board of Supervisors Meeting 08/05/21	\$ 200.00
Rizzetta & Company, Inc.	002032	INV0000060359	District Management Fees 08/21	\$ 4,001.83
Rizzetta Amenity Services, Inc	002033	INV00000000008956	Actual Bi-Weekly Payroll 07/21	\$ 366.85
Rizzetta Technology Services, LLC	002034	INV0000007832	Website Hosting Services 08/21	\$ 100.00
Schappacher Engineering, LLC	002042	1953	Engineering Services 07/21	\$ 1,631.25
Shawn Cartwright	002039	SC080521	Board of Supervisors Meeting 08/5/21	\$ 200.00
Solitude Lake Management	002043	PI-A00650013	Lake & Pond Management Services 08/21	\$ 3,420.00
Straley Robin Vericker	002035	20049	Legal Services 07/21	\$ 156.50

Grand Hampton Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2021 Through August 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Times Publishing Company	002036	0000160711 07/14/21	117449 Legal Advertising 07/21	<u>\$ 488.50</u>
Report Total				<u>\$ 42,564.93</u>