



Rizzetta & Company

Grand Hampton Community Development District

Board of Supervisors' Regular Meeting January 6, 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

December 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, January 6, 2022 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. Consideration of Stormwater Assessment Mitigation Notices.....Tab 1**
 - B. Discussion on Use of CDD/Personal Emails for CDD Business**
- 5. STAFF REPORTS**
 - A. District Counsel**
 - 1. Update of Easement Obstructions (8338 Old Town Drive)**
 - 2. Update on Florida State Fence Sign**
 - B. District Engineer**
 - 1. Consideration of Proposals to Remove Debris From Inlet on Hampton Glen Drive.....Tab 2**
 - C. December Field Inspection Report**
 - D. Presentation of Aquatics Report**
 - 1. Review of Waterway Inspection Report for November & December 2021.....Tab 3**
 - E. District Manager**
 - 1. Presentation of December District Manager Report.....Tab 4**
 - 2. Presentation of November Financial Statement.....Tab 5**
- 6. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors' Regular Meeting held on November 4, 2021.....Tab 6**
 - B. Consideration of Operation & Maintenance Expenditures for October & November 2021.....Tab 7**

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 6

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 4, 2021 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
Ben Malek	Board Supervisor, Assistant Secretary
Alicia Stremming	Board Supervisor, Assistant Secretary

Also present were:

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

FIRST ORDER OF BUSINESS **Call to Order**

Mr. Adams opened the regular CDD Meeting in person at 3:01 p.m. and noted that there were audience members in attendance.

SECOND ORDER OF BUSINESS **Pledge of Allegiance**

THIRD ORDER OF BUSINESS **Audience Comments**

There were no audience comments at this time.

FOURTH ORDER OF BUSINESS **Consideration of Amended Budget
for FY 2020-2021**

The Board reviewed, discussed and approved the amended budget for FY 2020-2021.

On a motion from Ms. Tutich, seconded by Ms. Stremming, the Board approved the amended budget for FY 2020-2021 for the Grand Hampton Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2022-01,
Amending FY 2020-2021 Budget**

On a motion from Ms. Tutich, seconded by Ms. Stremming, the Board adopted Resolution 2022-01, Amending the FY 2020-2021 budget for the Grand Hampton Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of Rizzetta Technology
Services Agreement**

On a motion from Ms. Stremming, seconded by Mr. Malek, the Board approved the Rizzetta Technology Services Agreement for the Grand Hampton Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Rizzetta Amenity
Services Agreement**

On a motion from Ms. Tutich, seconded by Ms. Stremming, the Board approved the Rizzetta Amenity Services Agreement for the Grand Hampton Community Development District.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

The Board received the District Counsel Report from Ms. Dana Collier.

The Board and District Counsel held a brief discussion regarding Easement Obstructions.

The Board requested that District Counsel draft a letter to the resident at 8338 Old Town Drive requesting them to move their fence outside of the easement area.

B. District Engineer

The Board received the District Engineer Report from Rick Schappacher.

Mr. Schappacher mentioned an email he received regarding flooding in the inlets at 8112 Hampton Glen Drive. He looked at it before the meeting and said that this inlet was as clean as could be and he thinks the email referenced the wrong address. He will do some more research and find the correct inlet that is clogged and will provide proposals at the next meeting.

C. Field Inspection Report

After a brief discussion regarding the Filed Inspection manager position being open, the Board requested District Manager to bring 3 candidates for Field Inspection Manager to the next meeting.

D. Aquatics Report

The Board received the Aquatic Report from Solitude.

There were no questions or comments regarding this report.

The Board heard comments from a resident regarding pond issues.

D. District Manager

The Board received the District Manager report from Mr. Adams.

Mr. Adams reminded the Board of their next regular scheduled meeting on December 2, 2021 at 3:00 p.m.

Mr. Adams presented the DOT maps to the Board. Based on this map, District Engineer confirmed there is an unwarranted Florida State Fence Sign on CDD Property. The Board requested District Counsel to send a letter to have the sign removed off CDD property.

NINTH ORDER OF BUSINESS

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

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

On a motion from Ms. Tutich, seconded by Ms. Stremming, the Board approved the Minutes of the Board of Supervisors' Regular Meeting held on October 7, 2021, as amended, for the Grand Hampton Community Development District.

TENTH ORDER OF BUSINESS

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

Mr. Adams presented the September 2021 Operation and Maintenance expenditures in the amount of \$18,392.06 for the Board's consideration.

On a motion from Ms. Tutich, seconded by Ms. Stremming, the Board approved to ratify the paid invoices from the Operation and Maintenance Expenditures for September 2021 in the amount of \$18,392.06 for the Grand Hampton Community Development District.

ELEVENTH ORDER OF BUSINESS

Supervisor Requests

There were no supervisors' requests at this time.

TWELFTH ORDER OF BUSINESS

Adjournment

Mr. Adams 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. Stremming, seconded by Ms. Tutich, the Board approved to adjourn the meeting at 4:31p.m. for the Grand Hampton Community Development District

Secretary / Assistant Secretary

Chairman / Vice Chairman

Tab 7

GRAND HAMPTON COMMUNITY DEVELOPMENT DISTRICT

District Office · Wesley Chapel, Florida · (813) 933-5571

Mailing Address · 3434 Colwell Avenue, Suite 200 · Tampa, Florida 33614

www.grandhamptoncdd.org

Operation and Maintenance Expenditures October 2021 For Board Approval

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

The total items being presented: **\$21,671.88**

Approval of Expenditures:

Chairperson

Vice Chairperson

Assistant Secretary

Grand Hampton Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2021 Through October 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	002066	AS100721	Board of Supervisor Meeting 100721	\$ 200.00
Ben Malek	002063	BM100721	Board of Supervisor Meeting 100721	\$ 200.00
Crosscreek Environmental, Inc.	002069	9658	Wetland Clearing 28-l	\$ 2,175.00
Innersync	002062	19824	Website Compliance Quarterly Service 10/21	\$ 384.38
Joseph Farrell	002061	JF100721	Board of Supervisor Meeting 100721	\$ 200.00
Mercedes Tutich	002067	MT100721	Board of Supervisor Meeting 100721	\$ 200.00
Rizzetta & Company, Inc.	002057	INV0000061889	District Management Fees 10/21	\$ 4,001.83
Rizzetta & Company, Inc.	002070	INV0000062054	Assessment Roll Preparation FY 21/22	\$ 5,000.00
Rizzetta Amenity Services, Inc	002064	INV0000000009119	Actual Bi-Weekly Payroll 10/21	\$ 766.85
Rizzetta Amenity Services, Inc	002071	INV0000000009184	Actual Bi-Weekly Payroll 10/21	\$ 377.32
Rizzetta Technology Services, LLC	002058	INV0000008017	Website Hosting Services 10/21	\$ 100.00
Schappacher Engineering, LLC	002065	2000	Engineering Services 09/21	\$ 393.75
Shawn Cartwright	002060	SC100721	Board of Supervisor Meeting 100721	\$ 200.00
Solitude Lake Management	002072	PI-A00686117	Lake & Pond Management Services 10/21	\$ 3,420.00

Grand Hampton Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2021 Through October 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	002059	0000183360 09/22/21	117449 Legal Advertising 09/21	\$ 497.00
U.S. Bank	002068	6269925	Trustee Fees Series 2014 09/01/21-08/31/22	<u>\$ 3,555.75</u>
Report Total				<u>\$ 21,671.88</u>

Blank Tab

GRAND HAMPTON COMMUNITY DEVELOPMENT DISTRICT

District Office · Wesley Chapel, Florida · (813) 933-5571

Mailing Address · 3434 Colwell Avenue, Suite 200 · Tampa, Florida 33614

www.grandhamptoncdd.org

Operation and Maintenance Expenditures November 2021 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from November 1, 2021 through November 30, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$10,695.09**

Approval of Expenditures:

Chairperson

Vice Chairperson

Assistant Secretary

Grand Hampton Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2021 Through November 30, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Alicia F Stremming	002080	AS110421	Board of Supervisors Meeting 11/4/21	200.00
Ben Malek	002078	BM110421	Board of Supervisors Meeting 11/4/21	200.00
Department of Economic Opportunity	002077	84791	Special District Fee FY 21/22	175.00
Grau & Associates	002075	S52904121164	Audit FYE 09/30/2021	58.00
Mercedes Tutich	002081	MT110421	Board of Supervisors Meeting 11/4/21	200.00
Rizzetta & Company, Inc.	002073	INV0000062580	District Management Fees 11/21	4,001.83
Rizzetta Amenity Services, Inc	002076	INV00000000009260	Actual Bi-Weekly Payroll 10/21	157.35
Rizzetta Amenity Services, Inc	002082	INV00000000009286	Auto Mileage/Travel 10/21	90.16
Rizzetta Amenity Services, Inc	002082	INV00000000009309	General Management & Oversight 11/21	400.00
Rizzetta Technology Services, LLC	002074	INV0000008200	Website Hosting Services 11/21	100.00
Schappacher Engineering, LLC	002079	2021	Engineering Services 10/21	866.25
Solitude Lake Management	002083	PI-A00704271	Lake & Pond Management Services 11/21	3,420.00
Straley Robin Vericker	002084	20571	Legal Services 10/21	826.50
Report Total				\$ 10,695.09