



Rizzetta & Company

# **Diamond Hill Community Development District**

---

**Board of Supervisors' Meeting  
January 13, 2020**

**District Office:  
9428 Camden Field Parkway  
Riverview, Florida 33578  
813.533.2950**

[www.diamondhillcdd.org](http://www.diamondhillcdd.org)

## **DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT AGENDA**

At the office of Rizzetta & Company, Inc., located at 9428 Camden Field Parkway,  
Riverview, FL 33578.

<b>District Board of Supervisors</b>	James Oliver Douglas Taggerty Linda Dunn Marian Estabrook Ferdinand Ramos	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
<b>District Manager</b>	Greg Cox	Rizzetta & Company, Inc.
<b>District Attorney</b>	John Vericker	Straley Robin Vericker
<b>District Engineer</b>	Jordan Caviggia	Johnson, Mirmiran & Thompson

**All cellular phones and pagers must be turned off while in the meeting room.**

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.

**DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT**  
**DISTRICT OFFICE · 12750 CITRUS PARK LANE, STE. 115 TAMPA, FL 33625**  
**www.diamondhillcdd.org**

---

January 6, 2020

**Board of Supervisors**  
**Diamond Hill Community**  
**Development District**

**AGENDA**

Dear Board Members:

The regular meeting of the Board of Supervisors of the Diamond Hill Community Development District will be held on **Monday, January 13, 2020 at 4:00 p.m.** at the office of Rizzetta & Company, Inc., located at 9428 Camden Field Parkway, Riverview, Florida 33578. The following is the agenda for this meeting:

- 1. CALL TO ORDER**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ADMINISTRATION**
  - A.** Consideration of Minutes of Board of Supervisors' Meeting held October 14, 2019 ..... Tab 1
  - B.** Consideration of Operation & Maintenance Expenditures for September thru November 2019 ..... Tab 2
- 4. STAFF REPORTS**
  - A.** Aquatic Maintenance Update ..... Tab 3
  - B.** Landscape and Irrigation Maintenance Update ..... Tab 4
  - C.** District Counsel Update
  - D.** District Engineer Update
  - E.** District Manager Update
    1. Update of District Financials
    2. Presentation of Action Item List ..... Tab 5
- 5. BUSINESS ITEMS**
  - A.** Consideration of Resolution 2020-01; Adopting Revised FY 2019-2020 Meeting Schedule ..... Tab 6
  - B.** Discussion of Gem Luster Court Depression ..... Tab 7
- 6. SUPERVISOR REQUESTS**
- 7. ADJOURNMENT**

I look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to contact me at (813) 933-5571.

Sincerely,  
*Greg Cox*  
Greg Cox  
District Manager

cc: James Oliver, Chairman  
John Vericker, District Counsel

# Tab 1

**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 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.*

**DIAMOND HILL  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Diamond Hill Community Development District was held on **Monday, October 14, 2019 at 4:00 p.m.** at the office of Rizzetta & Company, Inc. located at 9428 Camden Field Parkway, Riverview, Florida 33578.

Present and constituting a quorum:

James Oliver	<b>Board Supervisor, Chairman</b>
Doug Taggerty	<b>Board Supervisor, Vice Chairman</b>
Linda Dunn	<b>Board Supervisor, Assistant Secretary</b>
Ferdinand Ramos	<b>Board Supervisor, Assistant Secretary</b>
Marian Estabrook	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Greg Cox	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
John Vericker	<b>District Counsel, Straley Robin Vericker (via. conf. call)</b>
Chad Raymond	<b>Representative, Yellowstone Landscaping</b>
Tom Estabrook	<b>Representative, HOA</b>

Audience	<b>Present</b>
----------	----------------

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Cox called the meeting to order and read the roll call.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

Mr. Estabrook provided the Board with HOA related information. He requested that the Board consider approving the sealing and re-striping of the asphalt area outside the gates beyond the pavers since the HOA is sealing the roadways they own inside the gated areas. The Board discussed an interest in getting a quote to do this but wanted to have staff research to verify the roadway ownership issue.

On a Motion by Mr. Taggerty, seconded by Ms. Dunn, with all in favor, the Board of Supervisors authorized the Chairman to approve an asphalt sealing and striping quote obtained through the Diamond Hill HOA for the roadway area outside the entrance gates, pending further staff review of the property, with a not-to-exceed amount of \$7,000, for the Diamond Hill Community Development District.

45  
46 The Board received additional information from Mr. Estabrook regarding the  
47 status of the payment a pressure washing invoice submitted to the CDD and also  
48 information regarding the status of ownership of a well pump adjacent to Copper  
49 Heights.

50  
51 **THIRD ORDER OF BUSINESS**

**Consideration of Minutes of the  
Board of Supervisors' Regular  
Meeting held on August 12, 2019**

52  
53  
54  
55 Mr. Cox presented the minutes of the Board of Supervisors' regular meeting held  
56 on August 12, 2019.

57  
On a Motion by Mr. Taggerty, seconded by Ms. Estabrook, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on August 12, 2019 as presented, for the Diamond Hill Community Development District.

58  
59 **FOURTH ORDER OF BUSINESS**

**Consideration of Operation &  
Maintenance Expenditures for July &  
August 2019**

60  
61  
62  
63 Mr. Cox presented the Operation & Maintenance Expenditures for July and  
64 August 2019.

65  
On a Motion by Mr. Oliver, seconded by Mr. Ramos, with all in favor, the Board of Supervisors approved to ratify the payment of the invoices in the Operation & Maintenance Expenditures report for June 2019 (\$11,323.19) and August 2019 (\$19,740.67), for the Diamond Hill Community Development District.

66  
67 **FIFTH ORDER OF BUSINESS**

**Staff Reports**

68  
69 **A. Aquatic Maintenance Update**

70  
71 Mr. Cox presented the aquatic maintenance report to the Board.  
72  
73  
74  
75



115 **EIGHTH ORDER OF BUSINESS** **Consideration of Second Addendum**  
116 **to Professional District Services**  
117 **Contract**  
118

On a Motion by Mr. Ramos, seconded by Mr. Taggerty, with all in favor, the Board of Supervisors approved the Rizzetta Technology Services Agreement, for the Diamond Hill Community Development District.

119 **NINTH ORDER OF BUSINESS** **Supervisor Requests**  
120

121  
122 Ms. Estabrook requested information regarding whether or not a resident who  
123 was upset about damages to CDD property had contacted Mr. Cox.  
124

125 **TENTH ORDER OF BUSINESS** **Adjournment**  
126

127 Mr. Cox stated that if there was no further business to come before the Board  
128 than a motion to adjourn was in order.  
129

On a Motion by Mr. Ramos, seconded by Ms. Estabrook, with all in favor, the Board of Supervisors adjourned the meeting at 4:37 p.m. for the Diamond Hill Community Development District.

130  
131  
132  
133 \_\_\_\_\_  
Secretary/Assistant Secretary Chairman/Vice Chairman



## **Tab 2**

# DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT

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

## Operation and Maintenance Expenditures September 2019 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from September 1, 2019 through September 30, 2019. This does not include expenditures previously approved by the Board.

The total items being presented: **\$12,185.07**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

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

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

## Diamond Hill Community Development District

### Paid Operation & Maintenance Expenditures

September 1, 2019 Through September 30, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Egis Insurance Advisors, LLC	002962	9261	General/POL Liability Insurance FY 19/20	\$ 6,221.00
Johnson, Mirmiran & Thompson Inc	002957	17-142635	Professional Services 12/30/18-07/27/19	\$ 800.80
Rizzetta & Company, Inc.	002958	INV0000043164	District Management Fees 09/19	\$ 3,641.67
Rizzetta Technology Services, LLC	002959	INV0000004722	Website Hosting Services 09/19	\$ 100.00
Solitude Lake Management LLC	002963	PI-A00297534	Lake and Pond Maintenance 09/19	\$ 700.00
Straley Robin Vericker	002960	17410	Professional Services 08/19	\$ 649.00
TECO	002961	211010801895 08/19	12929 Sydney Road #A 08/19	<u>\$ 72.60</u>
<b>Report Total</b>				<b><u>\$ 12,185.07</u></b>

# DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT

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

## Operation and Maintenance Expenditures October 2019 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from October 1, 2019 through October 31, 2019. This does not include expenditures previously approved by the Board.

The total items being presented: **\$21,712.65**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

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

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

## Diamond Hill Community Development District

### Paid Operation & Maintenance Expenditures

October 1, 2019 Through October 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Douglas Taggerty	002975	DT101419	Board of Supervisors Meeting 10/14/19	\$ 200.00
Ferdinand Ramos	002974	FR101419	Board of Supervisors Meeting 10/14/19	\$ 200.00
James A. Oliver	002973	JO101419	Board of Supervisors Meeting 10/14/19	\$ 200.00
Linda L. Dunn	002971	LD101419	Board of Supervisors Meeting 10/14/19	\$ 200.00
Marian Estabrook	002972	ME101419	Board of Supervisors Meeting 10/14/19	\$ 200.00
Rizzetta & Company, Inc.	002966	INV0000043774	Assessment Roll Preparation FY 19/20	\$ 5,000.00
Rizzetta & Company, Inc.	002968	INV0000043902	District Management Fees 10/19	\$ 3,755.42
Rizzetta Technology Services, LLC	002976	INV0000004807	Website Hosting Services 10/19	\$ 100.00
Solitude Lake Management LLC	002977	PI-A00309324	Lake and Pond Maintenance 10/19	\$ 700.00
Straley Robin Vericker	002964	17520	Professional Services 09/19	\$ 258.00
Straley Robin Vericker	002978	17621	Professional Services 10/19	\$ 549.00
TECO	002967	211010801895 09/19	12929 Sydney Road #A 09/19	\$ 69.04

# Diamond Hill Community Development District

## Paid Operation & Maintenance Expenditures

October 1, 2019 Through October 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Times Publishing Company	002969	0000017329 09/20/19	Acct #107822 Legal Advertising 09/19	\$ 212.00
Yellowstone Landscape, Inc.	002970	TM 25313	Landscape Maintenance 05/19	\$ 3,188.93
Yellowstone Landscape, Inc.	002965	TM 53217	Landscape Maintenance 09/19	\$ 3,691.33

# DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT

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

## Operation and Maintenance Expenditures November 2019 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from November 1, 2019 through November 30, 2019. This does not include expenditures previously approved by the Board.

The total items being presented: **\$12,925.00**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

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

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

## Diamond Hill Community Development District

### Paid Operation & Maintenance Expenditures

November 1, 2019 Through November 30, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Department of Economic Opportunity	002983	74138	Special District Fee FY 19/20	\$ 175.00
Grau & Associates	002984	18776	Audit Services FYE 09/19	\$ 500.00
Rizzetta & Company, Inc.	002980	INV0000044523	District Management Fees 11/19	\$ 3,755.42
Rizzetta Technology Services, LLC	002981	INV0000004891	Website Hosting Services 11/19	\$ 100.00
Solitude Lake Management LLC	002985	PI-A00318940	Lake and Pond Maintenance 11/19	\$ 700.00
TECO	002982	211010801895 10/19	12929 Sydney Road #A 10/19	\$ 69.97
Yellowstone Landscape, Inc.	002986	TM 63128	Landscape Maintenance 11/19	\$ 3,777.43
Yellowstone Landscape, Inc.	002986	TM 66446	Landscape Maintenance 11/19	<u>\$ 3,847.18</u>
<b>Report Total</b>				<b><u>\$ 12,925.00</u></b>



## **Tab 6**

**RESOLUTION 2020-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIME AND LOCATION FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, Diamond Hill Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Hillsborough County, Florida; and

WHEREAS, the District's Board of Supervisors (hereinafter the "Board") is statutorily authorized to exercise the powers granted to the District; and

WHEREAS, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, Florida Statutes; and

WHEREAS, the Board is statutorily required to file annually, with the local governing authority and the Florida Department of Economic Opportunity, a schedule of its regular meetings.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT:**

Section 1. Regular meetings of the Board of Supervisors of the District shall be held as provided on the schedule attached as **Exhibit A**.

Section 2. In accordance with Section 189.015(1), Florida Statutes, the District's Secretary is hereby directed to file annually, with Hillsborough County, a schedule of the District's regular meetings.

Section 3. This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED THIS 13<sup>TH</sup> DAY OF JANUARY 2020.**

**DIAMOND HILL COMMUNITY  
DEVELOPMENT DISTRICT**

**\_\_\_\_\_  
CHAIRMAN / VICE CHAIRMAN**

**ATTEST:**

**\_\_\_\_\_  
SECRETARY / ASSISTANT SECRETARY**

**EXHIBIT A:** Revised Meeting Schedule

**EXHIBIT "A"**

**DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT  
REVISED BOARD OF SUPERVISORS MEETING DATES  
FOR FISCAL YEAR 2019/2020**

January 13, 2020

March 9, 2020

May 11, 2020

July 13, 2020

August 10, 2020

All meetings will convene at 4:00 p.m. at the office of Rizzetta & Company, Inc. located at 9428 Camden Field Parkway, Riverview, FL 33578.