



Rizzetta & Company

Diamond Hill Community Development District

**Board of Supervisors' Meeting
March 9, 2020**

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

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.

District Board of Supervisors	James Oliver Douglas Taggerty Linda Dunn Marian Estabrook Ferdinand Ramos	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Greg Cox	Rizzetta & Company, Inc.
District Attorney	John Vericker	Straley Robin Vericker
District Engineer	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

March 2, 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, March 9, 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 January 13, 2020 Tab 1
 - B.** Consideration of Operation & Maintenance Expenditures for December 2019 January & February 2020 Tab 2
- 4. STAFF REPORTS**
 - A.** Aquatic Maintenance Update (under separate cover)
 - B.** Landscape and Irrigation Maintenance Update..... Tab 3
 - C.** District Counsel Update
 - D.** District Engineer Update
 - E.** District Manager Update
 1. Update of District Financials
 2. Presentation of Action Item List..... Tab 4
- 5. BUSINESS ITEMS**
 - A.** None
- 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, January 13, 2020 at 4:03 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	Board Supervisor, Chairman
Doug Taggerty	Board Supervisor, Vice Chairman
Linda Dunn	Board Supervisor, Assistant Secretary
Ferdinand Ramos	Board Supervisor, Assistant Secretary

Also present were:

Greg Cox	District Manager, Rizzetta & Company, Inc.
John Vericker	District Counsel, Straley Robin Vericker (via. conf. call)
Chad Raymond	Representative, Yellowstone Landscaping
Audience	Present

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

No audience members present.

THIRD ORDER OF BUSINESS

**Consideration of Minutes of the
Board of Supervisors' Regular
Meeting held on October 14, 2019**

44 Mr. Cox presented the minutes of the Board of Supervisors' regular meeting held
45 on October 14, 2019.

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On a Motion by Mr. Ramos, seconded by Ms. Dunn, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on October 14, 2019 as presented, for the Diamond Hill Community Development District.

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48 **FOURTH ORDER OF BUSINESS** **Consideration of Operation &**
49 **Maintenance Expenditures for**
50 **September through November 2019**
51

52 Mr. Cox presented the Operation & Maintenance Expenditures for September
53 through November 2019.

54

On a Motion by Ms. Dunn, seconded by Mr. Oliver, with all in favor, the Board of Supervisors approved to ratify the payment of the invoices in the Operation & Maintenance Expenditures report for September 2019 (\$12,185.07), October 2019 (\$21,712.65) and November 2019 (\$12,925.00), for the Diamond Hill Community Development District.

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56 **FIFTH ORDER OF BUSINESS** **Staff Reports**

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58 **A. Aquatic Maintenance Update**

59 Mr. Cox presented the aquatic maintenance report to the Board.

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62 **B. Landscape & Irrigation Maintenance Update**

63 Mr. Chad Raymond presented the landscape and irrigation maintenance
64 report to the Board.

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On a Motion by Mr. Taggerty, seconded by Mr. Oliver, with all in favor, the Board of Supervisors approved a mulch installation proposal for \$4,450.00, for the Diamond Hill Community Development District.

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68 **C. District Counsel**

69 No report.

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72 **D. District Engineer**

73 Not present.

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76 **E. District Manager**

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78 Mr. Cox indicated that the next regular meeting has been scheduled for
79 March 9, 2020 at 4:00 p.m.

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81 Mr. Cox provided an update regarding the District financials and the action
82 item list.

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84 Mr. Cox also provided a review of the November 2019 financials and the
85 current action item list. Mr. Cox informed the Board that the County had
86 indicated they would be expediting the repair to the County owned fence.

87
88 **SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2020-01;
Adopting Revised Fiscal Year 2019-
2020 Meeting Schedule**

89 On a Motion by Mr. Taggerty, seconded by Ms. Dunn, with all in favor, the Board of
90 Supervisors approved to adopt Resolution 2020-01; Adopting Revised Fiscal Year
91 2019-2020 Meeting Schedule, for the Diamond Hill Community Development District.

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94 **SEVENTH ORDER OF BUSINESS**

**Discussion of Gem Luster Court
Depression**

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97 The Board discussed a request from the Diamond Hill HOA to share the cost of
98 repairs to the roadway once it is determined what the cause of a depression is. The
99 Board agreed in general to share the costs but tabled further discussion until it was
100 determined what was the cause.

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102 **EIGHTH ORDER OF BUSINESS**

Supervisor Requests

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104 Mr. Taggerty requested that Yellowstone have a tree on pond #12 inspected to
105 determine if it needed to be removed or some other action taken.

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107 Mr. Oliver requested that staff have the landscape lights inspected / repaired at
108 the Brilliant Cut entrance, west side (broken) and the Emerald Hill entrance, east side
109 are staying on.

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116 **NINTH ORDER OF BUSINESS**

Adjournment

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

On a Motion by Mr. Ramos, seconded by Ms. Estabrook, with all in favor, the Board of Supervisors adjourned the meeting at 4:31 p.m. for the Diamond Hill Community Development District.

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Secretary/Assistant Secretary

Chairman/Vice Chairman

DRAFT

Tab 2

DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures December 2019 For Board Approval

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

The total items being presented: **\$6,294.44**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Diamond Hill Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2019 Through December 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Grau & Associates	002992	O3474122I150	Audit Services FYE 09/19	\$ 23.00
Innersync Studio, Ltd	002993	17937	Onboarding of ADA Compliant Website 10/19	\$ 384.38
Innersync Studio, Ltd	002987	18024	Onboarding of ADA Compliant Website 11/19	\$ 1,162.50
Rizzetta & Company, Inc.	002988	INV0000045222	District Management Fees 12/19	\$ 3,755.42
Rizzetta Technology Services, LLC	002989	INV0000004975	Website Hosting Services 12/19	\$ 100.00
Straley Robin Vericker	002990	17722	Professional Services 11/19	\$ 654.45
TECO	002991	211010801895 11/19	12929 Sydney Road #A 11/19	\$ 71.88
Yellowstone Landscape, Inc.	002994	TM 70533	Irrigation Repairs 11/19	<u>\$ 142.81</u>
Report Total				<u>\$ 6,294.44</u>