

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

May 4, 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, May 11, 2020 at 4:00 p.m.** by means of communications media technology via telephonic pursuant to Executive Orders 20-52 and 20-69 issued by Governor DeSantis on March 9, 2020 and March 20, 2020, respectively, and pursuant to Section 120.54(5)(b)2., Florida Statutes. 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 March 9, 2020..... Tab 1
 - B. Consideration of Operation & Maintenance Expenditures for March 2020 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
 3. Announcement of Registered Voter Count..... Tab 6
- 5. BUSINESS ITEMS**
 - A. Presentation of Proposed 2020-2021 Budget Tab 7
 - B. Consideration of Resolution 2020-02; Approving Proposed Budget for Fiscal Year 2020-2021 and Setting Public Hearing..... Tab 8
 - C. Ratification of Resolution 2020-03; Authorizing Bank Signatories Tab 9
 - D. Consideration of Resolution 2020-04; Appointing Secretary Tab 10
- 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, March 9, 2020 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	Board Supervisor, Chairman
Doug Taggerty	Board Supervisor, Vice Chairman (via conf. call)
Linda Dunn	Board Supervisor, Assistant Secretary
Marian Estabrook	Board Supervisor, Assistant Secretary

Also present were:

Greg Cox	District Manager, Rizzetta & Co., Inc.
Joe Roethke	Regional District Manager, Rizzetta & Co., Inc.
John Vericker	District Counsel, Straley Robin Vericker (via. conf. call)

Audience	None Present
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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 January 13, 2020**

44 Mr. Cox presented the minutes of the Board of Supervisors' regular meeting held
45 on January 13, 2020.
46

On a Motion by Mr. Oliver, seconded by Mr. Taggerty, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on January 13, 2020 as amended, for the Diamond Hill Community Development District.

47
48 **FOURTH ORDER OF BUSINESS**

**Consideration of Operation &
Maintenance Expenditures for
December 2019; January and
February 2020**

49
50
51
52
53 Mr. Cox presented the Operation & Maintenance Expenditures for September
54 through December 2019, January and February 2020.
55

On a Motion by Ms. Estabrook, 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 December 2019 (\$6,294.44), January 2020 (\$18,360.80) and February 2020 (\$11,166.24), for the Diamond Hill Community Development District.

56
57 **FIFTH ORDER OF BUSINESS**

Staff Reports

58
59 **A. Aquatic Maintenance Update**

60 Mr. Cox presented the aquatic maintenance report to the Board.
61
62

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

64
65 The Board reviewed the Yellowstone Landscape Maintenance report. Mr.
66 Taggerty and Mr. Cox discussed a common area tree that complaints had
67 been made about for concerns that it is not healthy and may be
68 dangerous. The Board requested that staff have the tree evaluated by an
69 arborist and if necessary, obtain proposals to either trim or remove.
70

71 **C. District Counsel**

72 No report.
73

74
75 **D. District Engineer**

76 Not present.
77
78

79 **E. District Manager**

80
81 Mr. Cox indicated that the next regular meeting has been scheduled for
82 May 11, 2020 at 4:00 p.m. and the Fiscal Year 2020-2021 Proposed
83 Budget will be presented.

84
85 Mr. Cox provided an update regarding the District financials and the action
86 item list.

87
88 **SIXTH ORDER OF BUSINESS**

Supervisor Requests

89
90 Mr. Oliver requested staff to have the landscape light at the Brilliant Cut entrance
91 repaired.

92
93 Ms. Estabrook discussed the CDD holiday lights that were no longer needed and
94 the Board determined that they wanted to contribute them to the HOA.

95
96 Ms. Estabrook requested information as to whether the maturity date of the CDD
97 bond that was refunded was extended as a result. Mr. Cox informed her that it was not
98 but that he would double check it to ensure that was accurate.

99
100 **SEVENTH ORDER OF BUSINESS**

Adjournment

101
102 Mr. Cox stated that if there was no further business to come before the Board
103 than a motion to adjourn was in order.

104
On a Motion by Ms. Dunn, seconded by Ms. Estabrook, with all in favor, the Board of Supervisors adjourned the meeting at 4:23 p.m. for the Diamond Hill Community Development District.

105
106
107
108 _____
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 March 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from March 1, 2020 through March 31, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$11,300.34**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Diamond Hill Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2020 Through March 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Douglas Taggerty	003028	DT030920	Board of Supervisors Meeting 03/09/20	\$ 200.00
Fourqurean Well Drilling	003031	7950	Rainbird Timer & Module	\$ 1,066.00
James A. Oliver	003027	JO030920	Board of Supervisors Meeting 03/09/20	\$ 200.00
Linda L. Dunn	003025	LD030920	Board of Supervisors Meeting 03/09/20	\$ 200.00
Marian Estabrook	003026	ME030920	Board of Supervisors Meeting 03/09/20	\$ 200.00
Rizzetta & Company, Inc.	003020	INV0000047411	District Management Fees 03/20	\$ 3,755.42
Rizzetta Technology Services, LLC	003021	INV0000005622	Website Hosting Services 03/20	\$ 100.00
Solitude Lake Management LLC	003029	PI-A00372953	Lake and Pond Services 03/20	\$ 700.00
Straley Robin Vericker	003022	18031	Professional Services Billed through 02/15/20	\$ 91.50
Straley Robin Vericker	003032	18146	Professional Services Billed through 03/15/20	\$ 654.50
TECO	003024	211010801895 02/20	12929 Sydney Road #A 02/20	\$ 65.51
Yellowstone Landscape, Inc.	003023	TM 89645	Replacement Plant 02/20	\$ 517.73
Yellowstone Landscape, Inc.	003030	TM 94078	Landscape Maintenance 03/20	<u>\$ 3,549.68</u>
Report Total				<u>\$ 11,300.34</u>

Tab 7

TABLE OF CONTENTS

	<u>Page</u>
General Fund Budget Account Category Descriptions	1
Reserve Fund Budget Account Category Descriptions	9
Debt Service Fund Budget Account Category Descriptions	10
General Fund Budget for Fiscal Year 2020/2021	11
Reserve Fund Budget for Fiscal Year 2020/2021	13
Debt Service Fund Budget for Fiscal Year 2020/2021	14
Assessments Charts for Fiscal Year 2020/2021	15



Rizzetta & Company

GENERAL FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The General Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all General Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Interest Earnings: The District may earn interest on its monies in the various operating accounts.

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

Off Roll: For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions: The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Event Rental: The District may receive monies for event rentals for such things as weddings, birthday parties, etc.

Miscellaneous Revenues: The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

Facilities Rentals: The District may receive monies for the rental of certain facilities by outside sources, for such items as office space, snack bar/restaurants etc.



EXPENDITURES – ADMINISTRATIVE:

Supervisor Fees: The District may compensate its supervisors within the appropriate statutory limits of \$200.00 maximum per meeting within an annual cap of \$4,800.00 per supervisor.

Administrative Services: The District will incur expenditures for the day to today operation of District matters. These services include support for the District Management function, recording and preparation of meeting minutes, records retention and maintenance in accordance with Chapter 119, Florida Statutes, and the District's adopted Rules of Procedure, preparation and delivery of agenda, overnight deliveries, facsimiles and phone calls.

District Management: The District as required by statute, will contract with a firm to provide for management and administration of the District's day to day needs. These services include the conducting of board meetings, workshops, overall administration of District functions, all required state and local filings, preparation of annual budget, purchasing, risk management, preparing various resolutions and all other secretarial duties requested by the District throughout the year is also reflected in this amount.

District Engineer: The District's engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of construction invoices and all other engineering services requested by the district throughout the year.

Disclosure Report: The District is required to file quarterly and annual disclosure reports, as required in the District's Trust Indenture, with the specified repositories. This is contracted out to a third party in compliance with the Trust Indenture.

Trustee's Fees: The District will incur annual trustee's fees upon the issuance of bonds for the oversight of the various accounts relating to the bond issues.

Assessment Roll: The District will contract with a firm to maintain the assessment roll and annually levy a Non-Ad Valorem assessment for operating and debt service expenses.

Financial & Revenue Collections: Services include all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. These services include, but are not limited to, assessment roll preparation and certification, direct billings and funding request processing as well as responding to property owner questions regarding District assessments. This line item also includes the fees incurred for a Collection Agent to collect the funds for the principal and interest payment for its short-term bond issues and any other bond related collection needs. These funds are collected as prescribed in the Trust Indenture. The Collection Agent also provides for the release of liens on property after the full collection of bond debt levied on particular properties.

Accounting Services: Services include the preparation and delivery of the District's financial statements in accordance with Governmental Accounting Standards, accounts payable and

accounts receivable functions, asset tracking, investment tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity.

Auditing Services: The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting firm, once it reaches certain revenue and expenditure levels, or has issued bonds and incurred debt.

Arbitrage Rebate Calculation: The District is required to calculate the interest earned from bond proceeds each year pursuant to the Internal Revenue Code of 1986. The Rebate Analyst is required to verify that the District has not received earnings higher than the yield of the bonds.

Travel: Each Board Supervisor and the District Staff are entitled to reimbursement for travel expenses per Florida Statutes 190.006(8).

Public Officials Liability Insurance: The District will incur expenditures for public officials' liability insurance for the Board and Staff.

Legal Advertising: The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to meeting schedules, special meeting notices, and public hearings, bidding etc. for the District based on statutory guidelines

Bank Fees: The District will incur bank service charges during the year.

Dues, Licenses & Fees: The District is required to pay an annual fee to the Department of Economic Opportunity, along with other items which may require licenses or permits, etc.

Miscellaneous Fees: The District could incur miscellaneous throughout the year, which may not fit into any standard categories.

Website Hosting, Maintenance and Email: The District may incur fees as they relate to the development and ongoing maintenance of its own website along with possible email services if requested.

District Counsel: The District's legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts and all other legal services requested by the district throughout the year.



EXPENDITURES - FIELD OPERATIONS:

Deputy Services: The District may wish to contract with the local police agency to provide security for the District.

Security Services and Patrols: The District may wish to contract with a private company to provide security for the District.

Electric Utility Services: The District will incur electric utility expenditures for general purposes such as irrigation timers, lift station pumps, fountains, etc.

Streetlights: The District may have expenditures relating to streetlights throughout the community. These may be restricted to main arterial roads or in some cases to all streetlights within the District's boundaries.

Utility - Recreation Facility: The District may budget separately for its recreation and or amenity electric separately.

Gas Utility Services: The District may incur gas utility expenditures related to district operations at its facilities such as pool heat etc.

Garbage - Recreation Facility: The District will incur expenditures related to the removal of garbage and solid waste.

Solid Waste Assessment Fee: The District may have an assessment levied by another local government for solid waste, etc.

Water-Sewer Utility Services: The District will incur water/sewer utility expenditures related to district operations.

Utility - Reclaimed: The District may incur expenses related to the use of reclaimed water for irrigation.

Aquatic Maintenance: Expenses related to the care and maintenance of the lakes and ponds for the control of nuisance plant and algae species.

Fountain Service Repairs & Maintenance: The District may incur expenses related to maintaining the fountains within throughout the Parks & Recreational areas

Lake/Pond Bank Maintenance: The District may incur expenditures to maintain lake banks, etc. for the ponds and lakes within the District's boundaries, along with planting of beneficial aquatic plants, stocking of fish, mowing and landscaping of the banks as the District determines necessary.

Wetland Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various wetlands and waterways by other governmental entities.



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Mitigation Area Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various mitigation areas by other governmental entities.

Aquatic Plant Replacement: The expenses related to replacing beneficial aquatic plants, which may or may not have been required by other governmental entities.

General Liability Insurance: The District will incur fees to insure items owned by the District for its general liability needs

Property Insurance: The District will incur fees to insure items owned by the District for its property needs

Entry and Walls Maintenance: The District will incur expenditures to maintain the entry monuments and the fencing.

Landscape Maintenance: The District will incur expenditures to maintain the rights-of-way, median strips, recreational facilities including pond banks, entryways, and similar planting areas within the District. These services include but are not limited to monthly landscape maintenance, fertilizer, pesticides, annuals, mulch, and irrigation repairs.

Irrigation Maintenance: The District will incur expenditures related to the maintenance of the irrigation systems.

Irrigation Repairs: The District will incur expenditures related to repairs of the irrigation systems.

Landscape Replacement: Expenditures related to replacement of turf, trees, shrubs etc.

Field Services: The District may contract for field management services to provide landscape maintenance oversight.

Miscellaneous Fees: The District may incur miscellaneous expenses that do not readily fit into defined categories in field operations.

Gate Phone: The District will incur telephone expenses if the District has gates that are to be opened and closed.

Street/Parking Lot Sweeping: The District may incur expenses related to street sweeping for roadways it owns or are owned by another governmental entity, for which it elects to maintain.

Gate Facility Maintenance: Expenses related to the ongoing repairs and maintenance of gates owned by the District if any.

Sidewalk Repair & Maintenance: Expenses related to sidewalks located in the right of way of streets the District may own if any.

Roadway Repair & Maintenance: Expenses related to the repair and maintenance of roadways owned by the District if any.



Employees - Salaries: The District may incur expenses for employees/staff members needed for the recreational facilities such as Clubhouse Staff.

Employees - P/R Taxes: This is the employer's portion of employment taxes such as FICA etc.

Employee - Workers' Comp: Fees related to obtaining workers compensation insurance.

Management Contract: The District may contract with a firm to provide for the oversight of its recreation facilities.

Maintenance & Repair: The District may incur expenses to maintain its recreation facilities.

Facility Supplies: The District may have facilities that required various supplies to operate.

Gate Maintenance & Repairs: Any ongoing gate repairs and maintenance would be included in this line item.

Telephone, Fax, Internet: The District may incur telephone, fax and internet expenses related to the recreational facilities.

Office Supplies: The District may have an office in its facilities which require various office related supplies.

Clubhouse - Facility Janitorial Service: Expenses related to the cleaning of the facility and related supplies.

Pool Service Contract: Expenses related to the maintenance of swimming pools and other water features.

Pool Repairs: Expenses related to the repair of swimming pools and other water features.

Security System Monitoring & Maintenance: The District may wish to install a security system for the clubhouse

Clubhouse Miscellaneous Expense: Expenses which may not fit into a defined category in this section of the budget

Athletic/Park Court/Field Repairs: Expense related to any facilities such as tennis, basketball etc.

Trail/Bike Path Maintenance: Expenses related to various types of trail or pathway systems the District may own, from hard surface to natural surfaces.

Special Events: Expenses related to functions such as holiday events for the public enjoyment

Miscellaneous Fees: Monies collected and allocated for fees that the District could incur throughout the year, which may not fit into any standard categories.



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Miscellaneous Contingency: Monies collected and allocated for expenses that the District could incur throughout the year, which may not fit into any standard categories.

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.



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RESERVE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Reserve Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Reserve Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

Off Roll: For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions: The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Miscellaneous Revenues: The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

EXPENDITURES:

Capital Reserve: Monies collected and allocated for the future repair and replacement of various capital improvements such as club facilities, swimming pools, athletic courts, roads, etc.

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.



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DEBT SERVICE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Debt Service Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Debt Service Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Special Assessments: The District may levy special assessments to repay the debt incurred by the sale of bonds to raise working capital for certain public improvements. The assessments may be collected in the same fashion as described in the Operations and Maintenance Assessments.

EXPENDITURES – ADMINISTRATIVE:

Bank Fees: The District may incur bank service charges during the year.

Debt Service Obligation: This would be a combination of the principal and interest payment to satisfy the annual repayment of the bond issue debt.



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Diamond Hill Community Development District

diamondhillcdd.org

Proposed Budget for Fiscal Year 2020/2021

Presented by: Rizzetta & Company, Inc.

**9428 Camden Field Parkway
Riverview, Florida 33578
Phone: 813-533-2950**

rizzetta.com

Proposed Budget
Diamond Hill Community Development District
General Fund
Fiscal Year 2020/2021

Chart of Accounts Classification	Actual YTD through 02/29/20	Projected Annual Totals 2019/2020	Annual Budget for 2019/2020	Projected Budget variance for 2019/2020	Budget for 2020/2021	Budget Increase (Decrease) vs 2019/2020	Comments
REVENUES							
Interest Earnings							FY17-18 FY 19-20
Interest Earnings	\$ 1,256	\$ 3,014	\$ 2,000	\$ 1,014	\$ 3,000	\$ 1,000	2761
Special Assessments							
Tax Roll*	\$ 179,378	\$ 179,378	\$ 177,635	\$ 1,743	\$ 175,333	\$ (2,302)	\$200,838 including res
TOTAL REVENUES	\$ 180,634	\$ 182,392	\$ 179,635	\$ 2,757	\$ 178,333	\$ (1,302)	
TOTAL REVENUES AND BALANCE FORWARD	\$ 180,634	\$ 182,392	\$ 179,635	\$ 2,757	\$ 178,333	\$ (1,302)	
EXPENDITURES - ADMINISTRATIVE							
Legislative							FY17-18 FY 19-20
Supervisor Fees	\$ 1,800	\$ 4,320	\$ 6,000	\$ 1,680	\$ 6,000	\$ -	4400 5600
Financial & Administrative							
Administrative Services	\$ 1,875	\$ 4,500	\$ 4,500	\$ -	\$ 4,500	\$ -	4500 4500
District Management	\$ 7,735	\$ 18,564	\$ 18,565	\$ 1	\$ 18,565	\$ -	18200 18565
District Engineer	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	20153 5062
Trustees Fees	\$ 1,778	\$ 4,267	\$ 3,500	\$ (767)	\$ 4,000	\$ 500	3233 3394
Assessment Roll	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -	5000 5000
Financial & Revenue Collections	\$ 2,083	\$ 4,999	\$ 5,000	\$ 1	\$ 5,000	\$ -	5000 5000
Accounting Services	\$ 7,083	\$ 16,999	\$ 17,000	\$ 1	\$ 17,000	\$ -	16000 16000
Auditing Services	\$ 523	\$ 3,200	\$ 3,200	\$ -	\$ 3,300	\$ 100	contract
Miscellaneous Mailings	\$ -	\$ -	\$ 500	\$ 500	\$ 500	\$ -	0 0
Public Officials Liability Insurance	\$ 2,306	\$ 2,306	\$ 2,475	\$ 169	\$ 2,537	\$ 62	EGIS Est.2250 2250
Legal Advertising	\$ 454	\$ 1,090	\$ 2,000	\$ 910	\$ 2,000	\$ -	2500 724
Dues, Licenses & Fees	\$ 175	\$ 420	\$ 175	\$ (245)	\$ 175	\$ -	175 175
Miscellaneous Fees (agendas)	\$ -	\$ -	\$ 500	\$ 500	\$ 300	\$ (200)	184 0
Website Hosting, Maintenance, Backup (and Email)	\$ 3,594	\$ 3,594	\$ 5,000	\$ 1,406	\$ 3,000	\$ (2,000)	Campus Suite / Rizzetta
Legal Counsel							
District Counsel	\$ 1,966	\$ 4,718	\$ 7,500	\$ 2,782	\$ 7,500	\$ -	5326 7145
Administrative Subtotal	\$ 36,372	\$ 73,978	\$ 85,915	\$ 11,936	\$ 84,377	\$ (1,538)	
EXPENDITURES - FIELD OPERATIONS							
Electric Utility Services							
Utility Services	\$ 358	\$ 859	\$ 1,000	\$ 141	\$ 1,000	\$ -	
Stormwater Control							
Aquatic Maintenance	\$ 3,500	\$ 8,400	\$ 8,400	\$ -	\$ 8,400	\$ -	Contract 8400 8400
Lake/Pond Bank Maintenance	\$ -	\$ -	\$ 2,250	\$ 2,250	\$ 2,250	\$ -	0 0
Aquatic Plant Replacement	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0 0
Stormwater System Maintenance	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0 0
Miscellaneous Expense	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0 0
Other Physical Environment							
Property Insurance	\$ 1,352	\$ 1,352	\$ 1,320	\$ (32)	\$ 1,487	\$ 167	EGIS Est. 1200 1200
General Liability Insurance	\$ 2,563	\$ 2,563	\$ 2,750	\$ 187	\$ 2,819	\$ 69	EGIS Est. 2500 2500
Entry & Walls Maintenance	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0 9800
Landscape Maintenance	\$ 22,471	\$ 53,930	\$ 46,000	\$ (7,930)	\$ 46,000	\$ -	45248 44048
Ornamental Lighting & Maintenance	\$ 270	\$ 648	\$ 1,000	\$ 352	\$ 1,000	\$ -	1634 0
Well Maintenance	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0 2521
Holiday Decorations	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	103 0
Irrigation Repairs	\$ 211	\$ 506	\$ 2,000	\$ 1,494	\$ 2,000	\$ -	3932 877
Landscape Replacement Plants, Shrubs, Trees	\$ 518	\$ 1,243	\$ 5,000	\$ 3,757	\$ 5,000	\$ -	4075 369
Miscellaneous Expense	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0 0
Contingency							
Miscellaneous Fees	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0 0
Miscellaneous Contingency	\$ 4,313	\$ 10,351	\$ 15,000	\$ 4,649	\$ 15,000	\$ -	14084 0
Field Operations Subtotal	\$ 35,556	\$ 79,853	\$ 93,720	\$ 13,867	\$ 93,956	\$ 236	
TOTAL EXPENDITURES	\$ 71,928	\$ 153,831	\$ 179,635	\$ 25,803	\$ 178,333	\$ (1,302)	
EXCESS OF REVENUES OVER EXPENDITURES	\$ 108,706	\$ 28,561	\$ -	\$ 28,560	\$ -	\$ -	

Tab 8

RESOLUTION 2020-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED OPERATION AND MAINTENANCE BUDGET FOR FISCAL YEAR 2020/2021; 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 Diamond Hill Community Development District (“**District**”) prior to June 15, 2020, a proposed operation and maintenance budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021 (“**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 DIAMOND HILL 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.** A public hearing on said Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: July 13, 2020
HOUR: 4:00 p.m.
LOCATION: Rizzetta & Company, Inc.
9428 Camden Field Parkway
Riverview, Florida 33578

**Please note that pursuant to Governor DeSantis’ Executive Order 20-69 (as it may be extended or amended) relating to the COVID-19 public health emergency and to protect the public and follow the CDC guidance regarding social distancing, such public hearing and meeting may be held telephonically or virtually. Please check on the District’s website for the latest information: <https://www.diamondhillcdd.org/>.*

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 Hillsborough County 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 approved Proposed Budget on the District's website at least two 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 in Florida law.

6. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 11TH DAY OF MAY, 2020.

ATTEST:

**DIAMOND HILL COMMUNITY
DEVELOPMENT DISTRICT**

Assistant Secretary

By: _____
Its: _____

Exhibit A: Proposed Budget for Fiscal Year 2020/2021

Tab 9

RESOLUTION 2020-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT DESIGNATING THE AUTHORIZED SIGNATORIES FOR THE DISTRICT'S OPERATING BANK ACCOUNT(S), 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") has selected a depository as defined in Section 280.02, Florida Statutes, which meets all the requirements of Chapter 280 and has been designated by the State Treasurer as a qualified public depository; and

WHEREAS, the Board desires now to authorize signatories for the operating bank account(s).

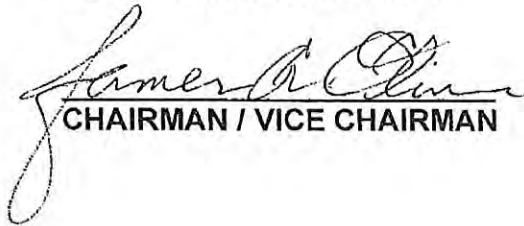
NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT:

Section 1. The Chairman, Vice Chairman, Secretary, Assistant Secretaries and Treasurer and Assistant Treasurer are hereby designated as authorized signatories for the operating bank accounts of the District.

Section 2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 9th DAY OF APRIL 2020.

**DIAMOND HILL COMMUNITY
DEVELOPMENT DISTRICT**


CHAIRMAN / VICE CHAIRMAN

ATTEST:


SECRETARY / ASSISTANT SECRETARY

Tab 10

RESOLUTION 2020-04

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT
REDESIGNATING THE SECRETARY OF THE DISTRICT, AND
PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, the Diamond Hill Community Development District (the "District") is a local unit of special-purpose government organized and existing in accordance with Chapter 190, Florida Statutes, and situated entirely within St. Johns County, Florida; and

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

Section 1. Bob Schleifer is appointed Secretary

Section 2. This Resolution and any prior resolutions of the District shall be construed to the maximum extent possible to give full force and effect to the provisions of each resolution. All District resolutions or parts thereof in actual conflict with this Resolution are, to the extent of such conflict, superseded, and repealed.

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

PASSED AND ADOPTED THIS 11th DAY OF MAY, 2020.

**DIAMOND HILL COMMUNITY
DEVELOPMENT DISTRICT**

CHAIRMAN/VICE CHAIRMAN

ATTEST:

ASSISTANT SECRETARY