

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

October 5, 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, October 12, 2020 at 4:00 p.m.** by means of communications media technology. 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 August 10, 2020 Tab 1
 - B.** Consideration of Operation & Maintenance Expenditures for August 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
- 5. BUSINESS ITEMS**
 - A.** Appointment of Open Board Seat
 - B.** Consideration of Resolution 2021-01; Re-designating Officers of the District..... Tab 6
 - C.** Ratification of Solitude Contract..... Tab 7
 - D.** Ratification of EGIS Insurance Proposal Tab 8
- 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, August 10, 2020 at 4:00 p.m.** by means of communications media technology via telephonic pursuant to Executive Orders issued by Governor DeSantis on pursuant to Section 120.54(5)(b)2., Florida Statutes.

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 & Co., Inc.
Taylor Nielsen	District Manager, Rizzetta & Co., Inc.
John Vericker	District Counsel, Straley Robin Vericker
Stephen Brletic	District Engineer, JMT
Chad Raymond	Representative, Yellowstone Landscaping

Audience	None Present
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FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Audience Comments

There were no audience members present at the meeting.

THIRD ORDER OF BUSINESS

**Consideration of Minutes of the
Board of Supervisors' Regular
Meeting held on July 13, 2020**

Mr. Nielsen presented the minutes of the Board of Supervisors' regular meeting held on July 13, 2020.

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 July 13, 2020 as presented, for the Diamond Hill Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of Operation &
Maintenance Expenditures for June &
July 2020**

Mr. Nielsen presented the Operation & Maintenance Expenditures for June & July 2020.

On a Motion by Mr. Ramos, 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 June 2020 (\$9,357.45) and July 2020 (\$11,534.73), for the Diamond Hill Community Development District.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Aquatic Maintenance Update

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

B. Landscape & Irrigation Maintenance Update

The Board received a Landscape and Irrigation Maintenance update from Chad Raymond, with Yellowstone.

On a Motion by Mr. Oliver, seconded by Ms. Dunn, with all in favor, the Board of Supervisors approved to remove Oak trees and install 5 crape myrtles in the amount of \$2,105.65, for the Diamond Hill Community Development District.

C. District Counsel

Mr. Vericker provided an update to the Board.

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D. District Engineer

Mr. Brletic provided an update on the flooding issue at the drain site behind 1122 Emerald Hill Way.

On a Motion by Mr. Oliver, seconded by Ms. Dunn, with all in favor, the Board of Supervisors approved the Site Masters proposal for grading behind 1122 Emerald Hill Way in the amount of \$3,400.00, for the Diamond Hill Community Development District.

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E. District Manager

Mr. Cox indicated that the next regular meeting has been scheduled for October 12, 2020 at 4:00 p.m.

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

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SIXTH ORDER OF BUSINESS

Appointment of Open Board Seat #4

Mr. Cox informed the Board that he will invite Glen Hoppen to the next meeting for consideration of appointment.

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SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2020-08;
Re-Designating Officers**

This item was tabled.

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EIGHTH ORDER OF BUSINESS

Supervisor Requests

There were no supervisor requests.

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NINTH ORDER OF BUSINESS

Adjournment

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

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On a Motion by Ms. Dunn, seconded by Mr. Ramos, with all in favor, the Board of Supervisors adjourned the meeting at 4:44 p.m. for the Diamond Hill Community Development District.

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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 August 2020 For Board Approval

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

The total items being presented: **\$15,423.66**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Diamond Hill Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2020 Through August 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Douglas Taggerty	003086	DT081020	Board of Supervisors Meeting 08/10/20	\$ 200.00
Ferdinand Ramos	003083	FR081020	Board of Supervisors Meeting 08/10/20	\$ 200.00
James A. Oliver	003081	JO081020	Board of Supervisors Meeting 08/10/20	\$ 200.00
Johnson, Mirmiran & Thompson Inc	003076	19-159477	Professional Services 03/29/20- 06/27/20	\$ 962.00
Linda L. Dunn	003080	LD081020	Board of Supervisors Meeting 08/10/20	\$ 200.00
M.C. Building Services, LLC	003082	4799	Removed Landscape Lighting 08/20	\$ 125.00
Rizzetta & Company, Inc.	003077	INV0000051801	District Management Fees 08/20	\$ 3,755.42
Rizzetta Technology Services, LLC	003078	INV0000006128	Website Hosting Services 08/20	\$ 100.00
Site Masters of FL LLC	003084	081720-2	Remove Trash and Debris 08/20	\$ 1,470.00
Solitude Lake Management LLC	003085	PI-A0000457511	Lake and Pond Services 08/20	\$ 700.00
TECO	003079	211010801895 07/20	12929 Sydney Road #A 07/20	\$ 56.62
Yellowstone Landscape, Inc.	003087	TM 125335	Landscape Maintenance 07/20	\$ 3,556.18
Yellowstone Landscape, Inc.	003087	TM 135685	Landscape Maintenance 08/20	\$ 3,549.68

Diamond Hill Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2020 Through August 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Yellowstone Landscape, Inc.	003087	TM 139383	Replace Jasmin 8/20	<u>\$ 348.76</u>
Report Total				<u>\$ 15,423.66</u>

Tab 6

RESOLUTION 2021-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT DESIGNATING THE OFFICERS 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 Board of Supervisors of the District desires to designate the Officers of the District.

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

Section 1. _____ is appointed Chairman.

Section 2. _____ is appointed Vice Chairman.

Section 3. _____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.

Section 4. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 12th DAY OF OCTOBER, 2020.

DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT

CHAIRMAN/VICE CHAIRMAN

ATTEST:

SECRETARY/ASST. SECRETARY

Tab 7

ADDENDUM #1
AGREEMENT BETWEEN THE DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT AND SOLITUDE LAKE MANAGEMENT, LLC REGARDING THE PROVISION OF POND MAINTENANCE

THIS ADDENDUM #1 the (“**Addendum #1**”) is made as of the 1st day of October 2020, by and between the Diamond Hill Community Development District, whose mailing address is 12750 Citrus Park Lane, Suite 115, Tampa, Florida 33625 (the “**District**”) and Solitude lake Management, LLC, a Virginia limited liability company, whose mailing address is 2844 Crusader Circle, Suite 450, Virginia Beach, Virginia (the “**Contractor**”).

WHEREAS, the Contractor and the District entered into the Pond Maintenance Agreement dated October 1, 2019 (the “**Agreement**”);

WHEREAS, by the execution of this Addendum #1, it is agreed that the Contractor will be performing professional services as an independent contractor and will not be subject to the control of the District as to the means and method of performance of the services.

NOW, THEREFORE, in consideration of the mutual covenants, promises and conditions herein contained, the receipt and sufficiency of which is acknowledged, the parties agree as follows:

1. INCORPORATION OF RECITALS. The recitals stated above are true and correct and by this reference are incorporated by reference as a material part of the Agreement.

2. EXTENSION OF TERM. The term of the Agreement is hereby extended from October 1, 2020 to September 30, 2021.

3. NOTICES. The address for Straley Robin Vericker in Section 22 is hereby amended to the following: Straley Robin Vericker, 1510 W. Cleveland St., Tampa, Florida 33606, Attn: District Counsel.

4. CONTRACT PRICE. The Contract Price is hereby replaced with the following contract price: \$8,652 Annual or \$721 per month.

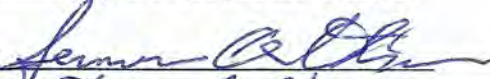
5. RATIFICATION. Except as hereby modified, the terms and conditions (including compensation) of the Agreement are hereby ratified and confirmed. The District and the Contractor each has the authority to execute this Addendum #1 and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this Addendum #1 so that this Addendum #1 constitutes a legal and binding obligation of each party hereto.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first written above.

Solitude Lake Management, LLC

**Diamond Hill
Community Development District**

By: _____
Name: _____
Title: _____

By: 
Name: James A. Oliver
Chair of the Board of Supervisors