



Rizzetta & Company

Diamond Hill Community Development District

**Board of Supervisors' Meeting
December 14, 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 Ferdinand Ramos Vacant	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Taylor Nielsen	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

December 7, 2020

Board of Supervisors
Diamond Hill Community
Development District

FINAL AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Diamond Hill Community Development District will be held on **Monday, December 14, 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 tentative agenda for this meeting:

- 1. CALL TO ORDER**
- 2. ADMINISTER OATH OF OFFICE TO NEWLY ELECTED SUPERVISORS**
- 3. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 4. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors' Meeting held October 12, 2020 Tab 1
 - B. Consideration of Operation & Maintenance Expenditures for September & October 2020 Tab 2
- 5. 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
- 6. BUSINESS ITEMS**
 - A. Appointment of Open Board Seat
 - B. Consideration of Resolution 2021-01; Re-designating Tab 6
Officers of the District
 - C. Consideration of Hog Damage Repair Proposal Tab 7
 - D. Consideration of Hog Trapping Proposal Tab 8
 - E. Consideration of Landscaping Addendum Tab 9
- 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 contact me at (813) 933-5571.

Sincerely,
Taylor Nielsen
Taylor Nielsen
District Manager

cc: James Oliver, Chairman
John Vericker, District Counsel

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 12, 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.

45 **THIRD ORDER OF BUSINESS** **Consideration of Minutes of the**
46 **Board of Supervisors' Regular**
47 **Meeting held on August 10, 2020**
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49 Mr. Nielsen presented the minutes of the Board of Supervisors' regular meeting
50 held on August 10, 2020.
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On a Motion by Mr. Ramos, seconded by Mr. Taggerty, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on August 10, 2020 as presented, for the Diamond Hill Community Development District.

52 **FOURTH ORDER OF BUSINESS** **Consideration of Operation &**
53 **Maintenance Expenditures for**
54 **August 2020**
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56 Mr. Nielsen presented the Operation & Maintenance Expenditures for June &
57 August 2020.
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On a Motion by Mr. Taggerty, 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 August 2020 (\$15,423.66), for the Diamond Hill Community Development District.

60 **FIFTH ORDER OF BUSINESS** **Staff Reports**
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62 **A. Aquatic Maintenance Update**
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64 Mr. Nielsen presented the Solitude aquatic maintenance report to the Board.
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66 **B. Landscape & Irrigation Maintenance Update**
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68 The Board received a Landscape and Irrigation Maintenance update from
69 Chad Raymond, with Yellowstone. He also updated the Board on recent
70 hog damages to the turf. The Board requested the District Manager to
71 obtain a hog trapper proposal to provide to the Chairman prior to next
72 meeting.
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On a Motion by Mr. Taggerty, seconded by Mr. Oliver, with all in favor, the Board of Supervisors approved the tree proposal #45827 from Yellowstone in the amount of \$2,294.58, for the Diamond Hill Community Development District.

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C. District Counsel

Mr. Vericker updated the Board of the current expiration for the executive order of Nov 1, 2020.

D. District Engineer

Mr. Brletic provided an update to the Board on the completion of the drainage project on Emerald Hill Way.

E. District Manager

Mr. Nielsen indicated that the next regular meeting has been scheduled for December 14, 2020 at 4:00 p.m.

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

SIXTH ORDER OF BUSINESS **Appointment of Open Board Seat #4**

On a Motion by Mr. Oliver, seconded by Mr. Ramos, with all in favor, the Board of Supervisors approved to declare Seat #4 vacant, for the Diamond Hill Community Development District.

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SEVENTH ORDER OF BUSINESS **Consideration of Resolution 2021-01;
Re-Designating Officers**

No formal Board action was taken.

EIGHTH ORDER OF BUSINESS **Ratification of Solitude Contract**

On a Motion by Mr. Taggerty, seconded by Mr. Ramos, with all in favor, the Board of Supervisors approved to ratify the renewal of the Solitude aquatic contract, for the Diamond Hill Community Development District.

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NINTH ORDER OF BUSINESS **Ratification of EGIS Insurance
Renewal**

On a Motion by Mr. Taggerty, seconded by Mr. Ramos, with all in favor, the Board of Supervisors approved to ratify the renewal of the EGIS Insurance Proposal for Fiscal Year 2020-2021, for the Diamond Hill Community Development District.

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111 **TENTH ORDER OF BUSINESS** **Supervisor Requests**

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113 There were no supervisor requests.

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115 **ELEVENTH ORDER OF BUSINESS** **Adjournment**

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117 Mr. Nielsen stated that if there was no further business to come before the Board
118 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 4:28 p.m. for the Diamond Hill Community Development District.

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Secretary/Assistant Secretary

Chairman/Vice Chairman

DRAFT

DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures September 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from September 1, 2020 through September 30, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$17,485.46**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Diamond Hill Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2020 Through September 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Fourqurean Well Drilling	003095	8044	Well Repair 09/20	\$ 465.00
Johnson, Mirmiran & Thompson Inc	003088	20-161207	Professional Services 06/28/20-07/25/20	\$ 936.00
Johnson, Mirmiran & Thompson Inc	003096	21-162460	Professional Services 07/26/20-08/22/20	\$ 384.80
Rizzetta & Company, Inc.	003089	INV0000052591	District Management Fees 09/20	\$ 3,755.42
Rizzetta Technology Services, LLC	003090	INV00000066227	Website Hosting Services 09/20	\$ 100.00
Site Masters of FL LLC	003094	091020-1	Enhance Drainage Area 09/20	\$ 3,400.00
Solitude Lake Management LLC	003097	PI-A00470729	Lake and Pond Services 09/20	\$ 700.00
Straley Robin Vericker	003091	18741	Professional Services 08/20	\$ 701.50
Straley Robin Vericker	003099	18905	Professional Services Billed Though 09/15/20	\$ 305.00
TECO	003092	211010801895 08/20	12929 Sydney Road #A 08/20	\$ 56.91
Times Publishing Company	003093	0000102165 08/19/20	Acct #107822 Legal Advertising	\$ 418.50
Yellowstone Landscape, Inc.	003098	TM 143374	Irrigation Repairs 08/20	\$ 2,105.65
Yellowstone Landscape, Inc.	003098	TM 143375	Replace Sod 2433 Blue Stone Ct 08/20	\$ 395.00

Diamond Hill Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2020 Through September 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Yellowstone Landscape, Inc.	003098	TM 144736	Landscape Maintenance 09/20	<u>\$ 3,761.68</u>
Report Total				<u>\$ 17,485.46</u>

DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures October 2020 For Board Approval

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

The total items being presented: **\$23,971.01**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Diamond Hill Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2020 Through October 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Douglas Taggerty	003110	DT101220	Board of Supervisors Meeting 10/12/20	\$ 200.00
Egis Insurance Advisors, LLC	003105	111348	General/POL Liability Insurance FY 20/21	\$ 6,598.00
Ferdinand Ramos	003108	FR101220	Board of Supervisors Meeting 10/12/20	\$ 200.00
Innersync Studio, Ltd	003100	18848	Onboarding of ADA Compliant Website 10/20	\$ 384.38
James A. Oliver	003107	JO101220	Board of Supervisors Meeting 10/12/20	\$ 200.00
Johnson, Mirmiran & Thompson Inc	003111	22-164117	Professional Services 08/23/20- 09/26/20	\$ 332.80
Linda L. Dunn	003106	LD101220	Board of Supervisors Meeting 10/12/20	\$ 200.00
M.C. Building Services, LLC	003102	4836	Electrical Lighting 10/20	\$ 902.00
Rizzetta & Company, Inc.	003101	INV0000053643	Assessment Roll Preparation FY 20/21	\$ 5,000.00
Rizzetta & Company, Inc.	003101	INV00000553388	District Management Fees 10/20	\$ 3,755.42
Rizzetta Technology Services, LLC	003109	INV0000006435	Website Hosting Services 10/20	\$ 100.00
Solitude Lake Management LLC	003112	PI-A00490303	Lake and Pond Services 10/20	\$ 721.00
Straley Robin Vericker	003113	18989	Professional Services Billed Though 10/15/20	\$ 549.00

Diamond Hill Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2020 Through October 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
TECO	003103	211010801895 09/20	12929 Sydney Road #A 09/20	\$ 59.01
Yellowstone Landscape, Inc.	003114	TM 155383	Landscape Maintenance 10/20	\$ 3,258.68
Yellowstone Landscape, Inc.	003104	TM 155416	Irrigation Repairs 09/20	\$ 209.31
Yellowstone Landscape, Inc.	003114	TM 157336	Tree Removal 10/20	<u>\$ 1,301.41</u>
Report Total				<u>\$ 23,971.01</u>

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 14th DAY OF DECEMBER, 2020.

DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT

CHAIRMAN/VICE CHAIRMAN

ATTEST:

SECRETARY/ASST. SECRETARY