



Rizzetta & Company

Diamond Hill Community Development District

**Board of Supervisors' Meeting
February 8, 2021**

**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	Ferdinand Ramos James Oliver Linda Dunn Douglas Taggerty 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	Stephen Brletic	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

February 1, 2021

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, February 8, 2021 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. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ITEMS**
 - A. Consideration of Resume for Open Board Seat #4 Tab 1
- 4. ADMINISTER OATH OF OFFICE TO NEWLY ELECTED SUPERVISORS**
- 5. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors' Meeting held December 14, 2020 Tab 2
 - B. Consideration of Operation & Maintenance Expenditures for November & December 2020..... Tab 3
- 6. STAFF REPORTS**
 - A. Aquatic Maintenance Update Tab 4
 - B. Landscape and Irrigation Maintenance Update..... Tab 5
 1. Consideration of Landscape Proposals..... Tab 6
 - C. District Counsel Update
 - D. District Engineer Update
 - E. District Manager Update
 1. Update of District Financials..... Tab 7
- 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) 533-2950.

Sincerely,
Taylor Nielsen
Taylor Nielsen
District Manager

cc: Ferdinand Ramos, 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, December 14, 2020 at 4:00 p.m.** at the office of Rizzetta & Company, Inc., located at 9428 Camden Field Parkway, Riverview FL, 33578. The following is the agenda for this meeting:

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:

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.

44 **SECOND ORDER OF BUSINESS**

**Administer Oath of Office to Newly
Elected Supervisors**

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48 Mr. Nielsen administered the Oath of Office to Mr. Douglas Taggerty and Mr.
49 Douglas Taggerty responded in the affirmative. Mr. Nielsen informed Mr. Douglas
50 Taggerty that as a Board Supervisor thy are entitled to compensation of \$200.00 per
51 meeting, up to an annual maximum of \$4,800.00. Mr. Douglas Taggerty accepted
52 compensation. District Counsel reviewed Sunshine Laws and Public records with Mr.
53 Douglas Taggerty.

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55 **THIRD ORDER OF BUSINESS**

**Audience Comments on Agenda
Items**

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58 There were no audience comments.

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61 **FOURTH ORDER OF BUSINESS**

**Consideration of Minutes of the
Board of Supervisors' Regular
Meeting held on October 12, 2020**

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65 Mr. Nielsen presented the minutes of the Board of Supervisors' regular meeting
66 held on October 12, 2020.

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On a Motion by Mr. Taggerty, seconded by Mr. Ramos, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on October 12, 2020 as presented, for the Diamond Hill Community Development District.

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69 **FIFTH ORDER OF BUSINESS**

**Consideration of Operation &
Maintenance Expenditures for
September & October 2020**

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73 Mr. Nielsen presented the Operation & Maintenance Expenditures for September
74 & October 2020.

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On a Motion by Mr. Oliver, seconded by Mr. Dunn, with all in favor, the Board of Supervisors approved to ratify the payment of the invoices in the Operation & Maintenance Expenditures report for September 2020 (\$17,485.46) and for October 2020 (\$23,971.01), for the Diamond Hill Community Development District.

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SIXTH ORDER OF BUSINESS

Staff Reports

A. Aquatic Maintenance Update

No present. No report.

B. Landscape & Irrigation Maintenance Update

Mr. Raymond presented the landscape report. The Board requested Mr. Raymond provide a proposal next meeting, for replacing the Blue Daze flowers with another option.

C. District Counsel

No report.

D. District Engineer

Mr. Brletic presented the District Engineer report.

The Board approved the Sitemasters proposal for fixing the drainage structure, in the amount of \$400.00.

On a Motion by Ms. Dunn, seconded by Mr. Taggerty, with all in favor, the Board of Supervisors approved the Sitemasters proposal to fix the drainage structure, in the amount of \$400.00, for the Diamond Hill Community Development District.

The Board approved the Sitemasters proposal for cleaning out the drainage structure near Tee Box 17, in the amount of \$2,800.00.

On a Motion by Mr. Oliver, seconded by Mr. Ramos, with all in favor, the Board of Supervisors approved the Sitemasters proposal for cleaning out the drainage structure near Tee Box 17, in the amount of \$2,800.00, for the Diamond Hill Community Development District.

E. District Manager

Mr. Nielsen indicated that the next regular meeting has been scheduled for February 8, 2021, 2020 at 4:00 p.m.

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

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TENTH ORDER OF BUSINESS **Ratifying Landscaping Addendum**

The Board approved to ratify the Landscaping Addendum to extend our service contract with Yellowstone Landscaping.

On a Motion by Ms. Dunn, seconded by Mr. Taggerty, with all in favor, the Board of Supervisors approved to extend the contract with Yellowstone Landscaping, for the Diamond Hill Community Development District.

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ELEVENTH ORDER OF BUSINESS **Supervisor Requests**

Mr. Taggerty requested the District Manager, District Engineer and District Counsel look into contacting the county regarding extending the sidewalk from Emerald Hill Way from Dover Road.

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TWELVETH ORDER OF BUSINESS **Adjournment**

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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 4:34 p.m. for the Diamond Hill Community Development District.

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Secretary/Assistant Secretary

Chairman/Vice Chairman

DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures November 2020 For Board Approval

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

The total items being presented: **\$6,411.96**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Diamond Hill Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2020 Through November 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Department of Economic Opportunity	003119	83018	Special District Fee FY 20/21	\$ 175.00
Grau & Associates	003117	Y42502217X81	Audit Services FYE 09/20	\$ 26.00
Rizzetta & Company, Inc.	003115	INV0000054257	District Management Fees 11/20	\$ 3,755.42
Rizzetta Technology Services, LLC	003116	INV0000006540	Website Hosting Services 11/20	\$ 100.00
TECO	003118	211010801895 10/20	12929 Sydney Road #A 10/20	\$ 60.96
Yellowstone Landscape, Inc.	003120	TM 159826	Tree Removal 10/20	<u>\$ 2,294.58</u>
Report Total				<u>\$ 6,411.96</u>

DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures December 2020 For Board Approval

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

The total items being presented: **\$16,556.21**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Diamond Hill Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2020 Through December 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Douglas Taggerty	003133	DT121420	Board of Supervisors Meeting 12/14/20	\$ 200.00
Ferdinand Ramos	003131	FR121420	Board of Supervisors Meeting 12/14/20	\$ 200.00
James A. Oliver	003130	JO121420	Board of Supervisors Meeting 12/14/20	\$ 200.00
Johnson, Mirmiran & Thompson Inc	003121	23-165959	Professional Services 09/27/20- 10/24/20	\$ 358.80
Linda L. Dunn	003129	LD121420	Board of Supervisors Meeting 12/14/20	\$ 200.00
Rizzetta & Company, Inc.	003122	INV0000054733	District Management Fees 12/20	\$ 3,755.42
Rizzetta Technology Services, LLC	003123	INV0000006642	Website Hosting Services 12/20	\$ 100.00
Solitude Lake Management LLC	003124	PI-A00506411	Lake and Pond Services 11/20	\$ 721.00
Solitude Lake Management LLC	003132	PI-A005211314	Lake and Pond Services 12/20	\$ 721.00
Straley Robin Vericker	003125	19127	Professional Services Billed Though 11/15/20	\$ 91.50
TECO	003127	211010801895 11/20	12929 Sydney Road #A 11/20	\$ 62.81
Yellowstone Landscape, Inc.	003126	TM 163341	Landscape Maintenance 11/20	\$ 3,847.18
Yellowstone Landscape, Inc.	003126	TM 166103	1605 Brilliant Tree Removal 11/20	\$ 2,839.82

Diamond Hill Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2020 Through December 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.	003134	TM 168592	Landscape Maintenance 12/20	<u>\$ 3,258.68</u>
Report Total				<u>\$ 16,556.21</u>