



Rizzetta & Company

Diamond Hill Community Development District

**Board of Supervisors' Meeting
April 8, 2019**

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

www.diamondhillcdd.org

**DIAMOND HILL COMMUNITY
DEVELOPMENT DISTRICT AGENDA
APRIL 8, 2019 at 4:00 p.m.**

At the office of Rizzetta & Company, Inc., located at 9428 Camden Field Parkway,
Riverview, FL 33578.

District Board of Supervisors	James Oliver	Chairman
	Douglas Taggerty	Vice Chairman
	Linda Dunn	Assistant Secretary
	Marian Estabrook	Assistant Secretary
	Ferdinand Ramos	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

April 1, 2019

**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, April 8, 2019 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 February 11, 2019 Tab 1
 - B.** Consideration of Operation & Maintenance
Expenditures for January & February 2019 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.** Ratification of Solitude Pond Maintenance Contract Tab 6
 - B.** Presentation of Proposed 2019-2020 Budget Tab 7
 - C.** Consideration of Resolution 2019-03; Approving
Proposed Budget for Fiscal Year 2019-2020 and
Setting Public Hearing..... 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, February 19, 2019 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
Linda Dunn	Board Supervisor, Assistant Secretary
Ferdinand Ramos	Board Supervisor, Assistant Secretary
Marian Estabrook	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
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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

**ADA Website Compliance Proposal
Discussion**

The Board received a presentation from Jeremy Horelick, with ADA Site Compliance, regarding their proposal to perform Website ADA Accessibility Compliance for the District. The Board discussed the proposal and tabled the proposal pending the presentation of additional information gathered by staff.

THIRD ORDER OF BUSINESS

Audience Comments

The Board heard comments from Mr. Tom Estabrook regarding issues that the HOA was currently working on. He requested the Board consider the approval to allow the HOA to install "Deed Restricted Community" signage on the current entrance monuments.

On a Motion by Mr. Taggerty, seconded by Ms. Dunn, with all in favor, the Board authorized the HOA to install Deed Restricted Community signage on the entrance monuments contingent upon final review and approval by Supervisor Doug Taggerty, for the Diamond Hill Community Development District.

Mr. Estabrook also informed the Board of the HOA's efforts to obtain proposals to pressure wash and seal common area sidewalks and sidewalk pavers. Mr. Estabrook requested that the Board consider co-funding the work and the Board discussed the potential percentage of sharing that the Board would consider. Mr. Estabrook indicated that he will continue to gather up the proposals and provide them to the Board to review.

FOURTH ORDER OF BUSINESS

**Consideration of Minutes of the
Board of Supervisors' Regular
Meeting held on December 10, 2018**

Mr. Cox presented the minutes of the Board of Supervisors' regular meeting held on December 10, 2018.

On a Motion by Mr. Ramos, seconded by Mr. Oliver, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on December 10, 2018 as presented, for the Diamond Hill Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of Operation &
Maintenance Expenditures for
October 2018 through December
2018**

Mr. Cox presented the Operation & Maintenance Expenditures for October 2018 through December 2018. Ms. Dunn requested a staff update of how the late fee from the previous meeting was resolved.

On a Motion by Mr. Taggerty, seconded by Mr. Oliver, with all in favor, the Board of Supervisors ratified the payment of the Operation & Maintenance Expenditures for October 2018 totaling \$14,275.01, November 2018 totaling \$19,413.28 and December 2018 totaling \$15,742.11, for the Diamond Hill Community Development District.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Aquatic Maintenance Update

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

B. Landscape & Irrigation Maintenance Update

Mr. Raymond presented the landscape report to the Board.

Ms. Dunn requested that Mr. Raymond check on a pile of debris that was apparently left behind.

C. District Counsel

Mr. Vericker informed the Board during his update that he will working on monitoring the Website accessibility progress.

D. District Engineer

The Board discussed the report of an indentation noted in Emerald Hill Way. Mr. Cox informed the Board that per the information received from Mr. Brletic, the indentation was more likely an issue with the waste water system and/or the roadway itself and that he recommended that the HOA have someone “scope” the pipe to see what is going on.

E. District Manager

Mr. Cox provided the Board with a proposal from Signature Privacy Walls of FL, Inc. for requested work to repair and paint the columns holding the gates, painting the metal parts of the fencing between the columns, repairing and painting the remaining columns and repairing and painting the entrance monuments. The Board discussed that the HOA and the CDD both owned portions of this area and that the cost should be shared.

On a Motion by Mr. Oliver, seconded by Mr. Taggerty, with all in favor, the Board of Supervisors approved a proposal from Signature Privacy Walls of FL, Inc. with a Not-to-Exceed amount of \$10,000 with the HOA funding 25% of that or \$2,500, for the Diamond Hill Community Development District.

Mr. Cox indicated that the next regular meeting has been scheduled for April 8, 2019 at 4:00 p.m.

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

SEVENTH ORDER OF BUSINESS

Discussion of Berm Landscaping

The Board discussed a resident's request that the CDD clear out all the brush, vines, etc. on the berm located along Vickers Road. The Board determined that there is no need to perform any clearing as this has been maintained in a natural state.

EIGHTH ORDER OF BUSINESS

Supervisor Requests

There were no supervisor requests.

NINTH ORDER OF BUSINESS

Adjournment

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. Oliver, seconded by Ms. Dunn, with all in favor, the Board of Supervisors adjourned the meeting at 5:35 p.m. for the Diamond Hill Community Development District.

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 January 2019 For Board Approval

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

The total items being presented: **\$12,237.09**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Diamond Hill Community Development District
Paid Operation & Maintenance Expenditures
January 1, 2019 Through January 31, 2019

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Fourqorean Well Drilling	002887	7838	Repair and Install new Breaker 1/19	\$ 545.00
Johnson, Mirmiran & Thompson Inc	002882	15-129606	Engineering Services thru 11/24/18	\$ 1,250.60
Rizzetta & Company, Inc.	002883	INV0000037493	District Management Fees 1/19	\$ 3,641.67
Rizzetta Technology Services, LLC	002884	INV0000004036	Website Hosting Services 1/19	\$ 100.00
Solitude Lake Management LLC	002888	PI-A00230716	Lake and Pond Maintenance 1/19	\$ 700.00
Straley Robin Vericker	002885	16552	Professional Services 12/18	\$ 884.95
Straley Robin Vericker	002889	16649	Professional Services 1/15/19	\$ 91.50
TECO	002886	211010801895 12/18	12929 Sydney Road #A 12/18	\$ 54.44
Yellowstone Landscape, Inc.	002890	INV-0000243654	Install Mulch 12/18	\$ 1,780.00
Yellowstone Landscape, Inc.	002890	INV-0000244867	Landscape Maintenance 01/19	<u>\$ 3,188.93</u>
Report Total				<u>\$ 12,237.09</u>

FOURQUEAN WELL DRILLING
8920 SOUTH MOBLEY ROAD
TAMPA, FL 33626

PHONE & FAX: (813) 926-6600

INVOICE

Date: 01/11/19
Due Date: 02/10/19

Inv. No.: 7838
Page No.: 1

DIAMOND HILL CDD
12750 CITRUS PARK LANE
SUITE 115
TAMPA FL 33625

WELL AT EAST ENTRANCE

REFERENCE TERMS YOUR # OUR # SALES REP

0/ 0/ N30

DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	EXTENDED PRICE
REFERENCE	MEASURE		ITEM DISCOUNT	

PUMP & ACCESSORIES - REPAIR
INSTALLED NEW BREAKER AND
MOVED BREAKER ON BUSS BAR.

1.0

545.0000

545.00

RECEIVED

JAN 11 2019

Site Rec'd Rizzetta & Co, Inc.

D/M approval

Date

JAN 17 2019

Date entered

Fund

001

GL

53900

OC

4613

Check #

THANKS - WE APPRECIATE YOUR BUSINESS!

SUB TOTAL	545.00
TAX	0.00
TOTAL	545.00

NET TO PAY	545.00
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December 13, 2018

Diamond Hill Community Development District
Attn: Accounts Payable
Rizzetta & Company, Inc.
3434 Colwell Avenue, Suite 200
Tampa, FL 33614

Re: Diamond Hill CDD
SWMF Pond Inspections
Phase 2_49016954.025

Invoice No. 15-129606
Period Ending: 11/24/18
Job No. 16-B044-001
Prepared by: Jess Walsh
Phone#: (757) 552-1056

Date Rec'd Rizzetta & Co., Inc. _____
D/M approval GL Date 12/20/18
Date entered DEC 20 2018
Fund 001 GL 51300 OC 3103
Check # _____

**Professional Services from October 28, 2018 to November 24, 2018,
Fee**

Billing Phase	Fee	Percent Complete	Earned	Current Fee Billing
Base Services				
Pond Inspection and Reporting	\$950.00	100.00%	\$950.00	\$0.00
Total Fee				\$0.00
		Previous Fee	\$950.00	
		Total Fee		\$0.00
Billing Limits	Current	Prior	To-Date	
Total Billings	\$0.00	\$950.00	\$950.00	
Limit			\$950.00	
Remaining			\$0.00	

GENERAL SERVICES


	Current Hours	Rate	Amount
Project Manager			
Bretic, Stephen	6.50	\$192.40	\$1,250.60
	6.50		\$1,250.60
Totals			
Total Labor			\$1,250.60
Billing Limits	Current	Prior	To-Date
Total Billings	\$1,250.60	\$14,882.40	\$16,133.00
Limits			\$110,000.00
Remaining			\$93,867.00

BRILLIANT CUT AWAY-DRAINAGE IMPROVEMENTS

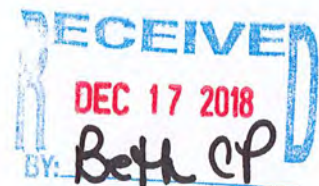
Billing Phase	Fee	Complete	Earned	Billing
Base Services				
Design Survey	\$2,000.00	100.00%	\$2,000.00	\$0.00
Drainage Analysis	\$3,593.00	100.00%	\$3,593.00	\$0.00
Construction Plans	\$3,271.00	100.00%	\$3,271.00	\$0.00
SWFWMD Permitting	\$2,995.00	100.00%	\$2,995.00	\$0.00
Total Fee				\$0.00
		Previous Fee	\$11,859.00	
		Total Fee		\$0.00
Billing Limits	Current	Prior	To-Date	
Total Billings	\$0.00	\$11,859.00	\$11,859.00	
Limit			\$11,859.00	
Remaining			\$0.00	

Total this Invoice \$1,250.60

Certified that all invoicing is true and correct and payment has not yet been received.


Stephen Bretic, P.E.

Fed. ID No. 52-0963531





Engineering A Brighter Future®

Diamond Hill Community Development District

Management Contact: Greg Cox

JMT Project 16-B044-001

Monthly Status Report- November 2018

Stephen Brletic

-Brilliant Cut Way Drainage Project
Construction Administration; Site Visits;
Contractor Coordination

6.5 hrs

Total This Period: 6.5 hrs

Rizzetta & Company, Inc.
3434 Colwell Avenue
Suite 200
Tampa FL 33614

Invoice

Date	Invoice #
1/1/2019	INV0000037493

Bill To:

DIAMOND HILL CDD
3434 Colwell Avenue, Suite 200
Tampa FL 33614

RECEIVED

DEC 19 2018

Services for the month of	Terms	Client Number
January	Upon Receipt	00740

Description	Qty	Rate	Amount
District Management Services	1.00	\$1,516.67	\$1,516.67
Administrative Services	1.00	\$375.00	\$375.00
Accounting Services	1.00	\$1,333.33	\$1,333.33
Financial & Revenue Collections	1.00	\$416.67	\$416.67
<p>* 3101 \$1516.67 3100 \$375.00 3201 \$1333.33 3111 \$416.67</p> <p>DATE PREPARED BY: RIZZETTA & COMPANY, INC. V/M approval: <u>gl</u> Date <u>12/20/18</u> Rate entered: <u>DEC 20 2018</u> Fund: <u>001</u> GL: <u>51300</u> OC: <u>#</u> Check #: _____</p>			
Subtotal			\$3,641.67
Total			\$3,641.67

Rizzetta Technology Services
3434 Colwell Avenue
Suite 200
Tampa FL 33614

Invoice

Date	Invoice #
1/1/2019	INV0000004036

Bill To:

DIAMOND HILL CDD
3434 Colwell Avenue, Suite 200
Tampa FL 33614

RECEIVED
DEC 19 2018

Services for the month of	Terms	Client Number
January		00740

Description	Qty	Rate	Amount
Email Hosting	0	\$15.00	\$0.00
Website Hosting Services	1	\$100.00	\$100.00
Date Rec'd Rizzetta & Co., Inc. _____			
D/M approval <u>ge</u> Date <u>12/28/18</u>			
Date entered <u>DEC 20 2018</u>			
Fund <u>001</u> GL <u>51300</u> OC <u>5103</u>			
Check # _____			
Subtotal			\$100.00
Total			\$100.00

**INVOICE**

Invoice Number: PI-A00230716

Invoice Date: 01/01/19

PROPERTY: Diamond Hill
C.D.D.

Voice: (888) 480-5253 Fax: (888) 358-0088

SOLD TO: Diamond Hill C.D.D.
9428 Camden Field Pkwy.
Riverview, FL 33578**RECEIVED**
JAN 08 2019

CUSTOMER ID	CUSTOMER PO	Payment Terms	
D2043		Due upon receipt	
Sales Rep ID	Shipment Method	Ship Date	Due Date
Bill Kurth			01/01/19

Qty	Item / Description	Unit Price	Extension
1	Lake & Pond Management Services SVR10353 01/01/19 - 01/31/19 Lake & Pond Management Services	700.00	700.00

Date Rec'd Rizzetta & Co, Inc. _____
D/M approval gc Date 1/14/19
JAN 09 2019
Date entered _____
Fund 001 GL 53800 OC 4605
Check # _____**PLEASE REMIT PAYMENT TO:**1320 Brookwood Drive, Suite H
Little Rock, AR 72202

Subtotal	700.00
Sales Tax	0.00
Total Invoice	700.00
Payment Received	0.00
TOTAL	700.00

Straley Robin Vericker

1510 W. Cleveland Street

Tampa, FL 33606

Telephone (813) 223-9400 * Facsimile (813) 223-5043

Federal Tax Id. - 20-1778458

RECEIVED
DEC 27 2018

Diamond Hill Community Development District

5844 Old Pasco Road, Suite 100

Wesley Chapel, FL 33544

December 25, 2018

Client: 001479

Matter: 000001

Invoice #: 16552

Date REC'd Rizzella & Co., INC.

J/M approval gl Date 12/28/18

Date entered DEC 27 2018

Fund 001 GL 51400 OC 3107

Page: 1

RE: General

check # _____

For Professional Services Rendered Through December 15, 2018

SERVICES

Date	Person	Description of Services	Hours	
11/19/2018	JMV	REVIEW EMAIL FROM S. BRIZENDINE; REVIEW CDD FINANCIAL STATEMENTS.	0.3	
11/26/2018	JMV	REVIEW EMAIL FROM G. COX.	0.2	
12/7/2018	JMV	REVIEW AGENDA AND PREPARE FOR CDD BOARD MEETING.	0.4	
12/10/2018	JMV	PREPARE FOR AND ATTEND CDD BOARD MEETING.	1.7	
12/11/2018	JMV	REVIEW EMAIL FROM S. BRIZENDINE; REVIEW CDD FINANCIAL STATEMENTS.	0.3	
Total Professional Services			2.9	\$884.50

PERSON RECAP

Person	Hours	Amount
JMV John M. Vericker	2.9	\$884.50

DISBURSEMENTS

Date	Description of Disbursements	Amount
12/15/2018	Photocopies (3 @ \$0.15)	\$0.45
Total Disbursements		\$0.45

December 25, 2018
Client: 001479
Matter: 000001
Invoice #: 16552

Page: 2

Total Services	\$884.50	
Total Disbursements	\$0.45	
Total Current Charges		\$884.95

PAY THIS AMOUNT	\$884.95
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Please Include Invoice Number on all Correspondence

Straley Robin Vericker

1510 W. Cleveland Street

Tampa, FL 33606

Telephone (813) 223-9400 * Facsimile (813) 223-5043

Federal Tax Id. - 20-1778458

Diamond Hill Community Development District
5844 Old Pasco Road, Suite 100
Wesley Chapel, FL 33544

RECEIVED
JAN 23 2019

January 23, 2019

Client: 001479

Matter: 000001

Invoice #: 16649

Page: 1

RE: General

For Professional Services Rendered Through January 15, 2019

SERVICES

Date	Person	Description of Services	Hours	
1/4/2019	JMV	REVIEW MEMO FROM G. COX RE: TECO EASEMENT; REVIEW PROPERTY RECORDS.	0.3	
Total Professional Services			0.3	\$91.50

PERSON RECAP

Person	Hours	Amount
JMV John M. Vericker	0.3	\$91.50

Date Rec'd Rizzetta & Co, Inc. _____
D/M approval RL Date 1/25/19
Date entered JAN 23 2019
Fund 001 GL 51400 OC 3107
Check # _____

January 23, 2019
Client: 001479
Matter: 000001
Invoice #: 16649

Page: 2

Total Services	\$91.50	
Total Disbursements	\$0.00	
Total Current Charges		\$91.50

PAY THIS AMOUNT	\$91.50
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Please Include Invoice Number on all Correspondence

[illegible]

ACCOUNT INVOICE

tampaelectric.com



Account: 211010801895
Statement Date: 01/02/2019
Current month's charges due 01/23/2019

Details of Charges – Service from 11/28/2018 to 12/26/2018

Service for: 12929 SYDNEY RD, A, DOVER, FL 33527-0000

Rate Schedule: General Service - Non Demand

Meter Location: # A

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
60345	12/26/2018	68,585		68,234		351 kWh	1	29 Day

Basic Service Charge
Energy Charge
Fuel Charge
Florida Gross Receipt Tax
Electric Service Cost

351 kWh @ \$0.06311/kWh \$19.94
351 kWh @ \$0.03132/kWh \$22.15
\$10.99
\$1.36

\$54.44

Total Current Month's Charges

\$54.44

Tampa Electric Usage History

Kilowatt-Hours Per Day (Average)





Landscape Professionals
Post Office Box 849 || Bunnell, FL 32110
Tel 386.437.6211 || Fax 386.586.1285

Invoice

Invoice: INV-0000243654
Invoice Date: December 31, 2018

Account: 13811
PO Number:

Bill To:
Diamond Hill CDD
9428 Camden Field Parkway

Riverview, FL 33578

Remit To:
Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

Terms: NET 30
Project Number: 10141117.201.00029
Project Name: Mulch Install

Invoice Due Date: January 30, 2019
Invoice Amount: \$1,780.00

Description	Quantity	Price	Total Price
Install Of Mulch	1.00	1,780.00	\$1,780.00

RECEIVED
JAN 03 2019

Invoice Total \$1,780.00

BY:

Date Rec'd Rizzetta & Co, Inc. _____
O/M approval ge Date 1/8/19
Date entered JAN 07 2019
Fund 001 GL 53900 OC 4604
Check # _____

Should you have any questions or inquiries please call (386) 437-6211.



Enhancement Proposal

Job Name:	Mulch Installation	Proposal #	
Property Name:	Diamond Hill CDD	Date:	October 8, 2018
Client:	Diamond Hill CDD		
Address:	c/o Rizzetta & Company Inc. 3434 Colwell Avenue Suite 200		
City/State/Zip:	Tampa, FL 33614		
Phone:	813-994-1001		

Yellowstone Landscape will complete the work described below:

Description

Proposal for the Installation of Pine Bark Mulch in existing mulch beds in CDD property.

Materials & Services	Quantity	Unit Price	Total
Pine Bark Mulch	40	\$ 44.50	\$ 1,780.00
TOTAL PRICE		\$	1,780.00

ACCEPTANCE OF TERMS

Signature below authorizes Yellowstone Landscape to perform work as described above and verifies that the prices and specifications are hereby accepted.

Payment terms: Net 30 days. All overdue balances will be charged a 1.5% a month, 18% annual percentage rate.

Limited Warranty: All plant material is under a limited warranty for one year. Transplanted plant material and/or plant material that dies due to conditions out of Yellowstone Landscape's control (i.e. Acts of God, vandalism, inadequate irrigation due to water restrictions, etc.) shall not be included in the warranty.

Client: Gregory B. Cox

Prepared by: Chad Raymond

Date: 10-9-18

Date: October 8, 2018

Internal Use Only	
Project Number: <u>10141117.201.00029</u>	District: <u>San Antonio</u>
PO Reference:	Date Work Completed: <u>12.13.18</u>



Landscape Professionals
Post Office Box 849 || Bunnell, FL 32110
Tel 386.437.6211 || Fax 386.586.1285

Invoice

Invoice: INV-0000244867
Invoice Date: January 1, 2019

Bill To:

Diamond Hill CDD
9428 Camden Field Parkway
Riverview, FL 33578

RECEIVED
JAN 08 2019

BY:

Account: 13811
PO Number:

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

Project Number: 10141117.101
Property Name: Diamond Hill CDD
Terms: NET 30

Invoice Due Date: January 31, 2019
Invoice Amount: \$3,188.93
Month of Service: January 2019

Description	Current Amount
Monthly Landscape Maintenance	2,855.60
Amendment 1 (Tractor Mowing)	333.33

Invoice Total 3,188.93

Date Rec'd Rizzetta & Co, Inc. _____
D/M approval GR Date 1/8/19
Date entered _____
Fund Da GL 53900 OC 4604
Check # _____

Should you have any questions or inquiries please call (386) 437-6211.

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DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures February 2019 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from February 1, 2019 through February 28, 2019. This does not include expenditures previously approved by the Board.

The total items being presented: **\$4,794.56**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Diamond Hill Community Development District
Paid Operation & Maintenance Expenditures
February 1, 2019 Through February 28, 2019

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Douglas Taggerty	002898	DT021119	Board of Supervisors Meeting 02/11/19	\$ 200.00
Ferdinand Ramos	002897	FR021119	Board of Supervisors Meeting 02/11/19	\$ 200.00
James A. Oliver	002896	JO021119	Board of Supervisors Meeting 02/11/19	\$ 200.00
Linda L. Dunn	002894	LD021119	Board of Supervisors Meeting 02/11/19	\$ 200.00
Marian Estabrook	002895	ME021119	Board of Supervisors Meeting 02/11/19	\$ 200.00
Rizzetta & Company, Inc.	002891	INV0000038019	District Management Fees 1/19	\$ 3,641.67
Rizzetta Technology Services, LLC	002892	INV0000004122	Website Hosting Services 2/19	\$ 100.00
TECO	002893	211010801895 1/19	12929 Sydney Road #A 01/19	\$ 52.89
Report Total				<u>\$ 4,794.56</u>

Diamond Hill CDD
Meeting Date: February 11, 2019

RECEIVED
FEB 13 2019

SUPERVISOR PAY REQUEST

Name of Board Supervisor	Check if present	Check if paid
Linda Dunn -	✓	✓
James Oliver -	✓	✓
Marian Estabrook ✓	✓	✓
Douglas Taggerty	✓	✓
Ferdinand Ramos	✓	✓

(*) Does not get paid

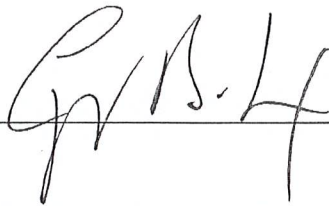
EXTENDED MEETING TIMECARD

Meeting Start Time:	4:00
Meeting End Time:	5:35
Total Meeting Time:	1:35

Time Over <u>0</u> () Hours:	0
------------------------------	---

Total at \$175 per Hour:	0
--------------------------	---

DM Signature: _____



*Please forward copy to Marcia Eannetta for
Extended Meeting Hours*

Date Rec'd Rizzetta & Co, Inc. _____

D/M approval _____

Date

2/18/19

FEB 14 2019

Date entered _____

Fund

001

GL

51100

OC

1101

Check # _____

Rizzetta & Company, Inc.

3434 Colwell Avenue

Suite 200

Tampa FL 33614

Invoice

Date	Invoice #
2/1/2019	INV0000038019

Bill To:

DIAMOND HILL CDD
3434 Colwell Avenue, Suite 200
Tampa FL 33614

RECEIVED

JAN 24 2019

RECEIVED

JAN 24 2019

Services for the month of		Terms	Client Number	
February		Upon Receipt	00740	
Description	Qty	Rate	Amount	
District Management Services 3101	1.00	\$1,516.67	\$1,516.67	
Administrative Services 3100	1.00	\$375.00	\$375.00	
Accounting Services 3201	1.00	\$1,333.33	\$1,333.33	
Financial & Revenue Collections 3111	1.00	\$416.67	\$416.67	

Rizzetta Technology Services
 3434 Colwell Avenue
 Suite 200
 Tampa FL 33614

Invoice

Date	Invoice #
2/1/2019	INV0000004122

Bill To:

DIAMOND HILL CDD
 3434 Colwell Avenue, Suite 200
 Tampa FL 33614

Services for the month of		Terms	Client Number
February			00740
Description	Qty	Rate	Amount
EMail Hosting	0	\$15.00	\$0.00
Website Hosting Services	1	\$100.00	\$100.00
<p>Date Rec'd Rizzetta & Co, Inc _____</p> <p>D/M approval <u>Ge</u> Date <u>2/4/19</u></p> <p>Date entered <u>JAN 31 2019</u></p> <p>Fund <u>001</u> GL <u>51300</u> OC <u>5103</u></p> <p>Check # _____</p>		Subtotal	\$100.00
		Total	\$100.00

Statement Date: 01/31/2019
Account: 211010801895

DIAMOND HILL CDD
12929 SYDNEY RD, A
DOVER, FL 33527-0000

Current month's charges:	\$52.89
Total amount due:	\$52.89
Payment Due By:	02/21/2019

Your Account Summary

Previous Amount Due	\$54.44
Payment(s) Received Since Last Statement	-\$54.44
Current Month's Charges	\$52.89
Total Amount Due	\$52.89

Date Rec'd Rizzetta & Co., Inc. FEB 06 2019
D/M approval GL Date 2/11/19
Date entered FEB 08 2019
Fund 001 GL 53100 OC 4301
Check# _____

Amount not paid by due date may be assessed a late payment charge and an additional deposit.

Report a streetlight
*It's easy to request a streetlight
or area light repair at*
tampaelectric.com/reportlight.



Go paperless for perks!

Goodbye clutter. Hello convenience. Paperless Billing is free, secure and a good way to help the environment.

Learn more and sign up > tecosupport.com/paperlessbilling

To ensure prompt credit, please return stub portion of this bill with your payment. Make checks payable to TECO.



WAYS TO PAY YOUR BILL



See reverse side for more information

Account: 211010801895

Current month's charges:	\$52.89
Total amount due:	\$52.89
Payment Due By:	02/21/2019

Amount Enclosed \$

624222615903

00003420 01 AB 0 40 33578 FTECO101311922253310 00000 03 01000000 008 04 17984 002



DIAMOND HILL CDD
9428 CAMDEN FIELD PKWY
RIVERVIEW, FL 33578-0519

MAIL PAYMENT TO:
TECO
P.O. BOX 31318
TAMPA, FL 33631-3318

6242226159032110108018950000000052890

Account: 211010801895
Statement Date: 01/31/2019
Current month's charges due 02/21/2019

Details of Charges – Service from 12/27/2018 to 01/28/2019

Service for: 12929 SYDNEY RD, A, DOVER, FL 33527-0000

Rate Schedule: General Service - Non Demand

Meter Location: # A

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
60345	01/28/2019	68,968		68,585		383 kWh	1	33 Days

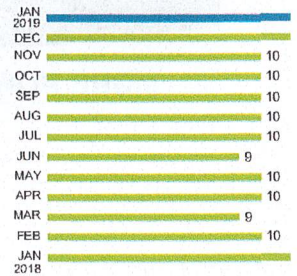
Basic Service Charge		\$18.14
Energy Charge	383 kWh @ \$0.06011/kWh	\$23.02
Fuel Charge	383 kWh @ \$0.02719/kWh	\$10.41
Florida Gross Receipt Tax		\$1.32
Electric Service Cost		\$52.89

Total Current Month's Charges

\$52.89

Tampa Electric Usage History

Kilowatt-Hours Per Day
(Average)



00003420-0007619-Page 3 of 4



Tab 3

Diamond Hill CDD

Attn: Greg Cox
March 2019

By: Eric Carnall
Environmental Scientist

SOLITUDE
LAKE MANAGEMENT

A Rentokil Steritech Company

Restoring Balance. Enhancing Beauty.



Diamond Hill CDD



Pond 1

Pond 1 was in great condition at the time of inspection with no target species present. All garbage has been collected.



Pond 2

Pond 2 was in excellent condition at the time of inspection. No garbage observed.



Pond 3

Pond 3 was clean at the time of inspected with no target species or garbage observed.



Pond 4

Pond 4 1 was in great condition at the time of inspection with no target species present. All garbage has been collected.



Pond 5

Pond 5 was recently treated for submersed weeds and was in good shape at the time of inspection.



Pond 6

Pond 6 was in good condition at the time of inspection with all target species being under control.



Pond 7

Pond 7 was in excellent condition at the time of inspection with all target species being under control and no garbage observed.



Pond 8

Pond 8 is still rather dry but well maintained.



Pond 9

Pond 9 was in excellent shape at the time of inspection with no target species or garbage observed.



Pond 10

Pond 10 was in excellent shape at the time of inspection with no target species or garbage observed.



Pond 11

Pond 11 is also suffering from low water levels as evidenced by the muddy area in the foreground. No target species observed during the inspection.



Pond 12

Pond 12 was in great condition at the time of inspection with no observed target species.



Pond 13

Pond 13 is experiencing high water levels relatively due to recent rains and is well maintained.



Pond 14

Pond 14 was recently treated for floating and submersed weeds.



Sump 15

Sump 15 is well maintained.

Tab 4

Landscape Maintenance Report

Diamond Hill CDD

Valrico, FL

Rizetta & Company

4/8/19



Monthly Services

Landscape Maintenance

- 1 Routine weekly mowing maintenance services.
- 2 Mowing, Edging, Weed Eating, Debris Clean Up.
- 3 Shrub Trimming.
- 4 Landscape Bed and Hardscape Weed Control.

Fertilization and Pesticide Maintenance

- 1 Turf Fertilization- Completed Feb 11th
- 2 Shrub- Treatment
- 3

Irrigation Maintenance

- 1 Monthly Wet Check.
- 2 Miscellaneous Repairs throughout community.
- 3 Continual Monitoring Maintenance on the Wells.

Work In Progress

- 1
- 2

Completed

- 1 Quarterly Bush Hog
- 2
- 3

Diamond Hill CDD
Valrico, FL
4/8/19



Mar-19



Mar-19



Mar-19



Mar-19

¹ Frequency is contingent on moisture, weather and seasonal conditions, and may vary in late fall through winter.

² Additional spot fertilization may be applied to flowering plants to encourage flowering.

[illegible]



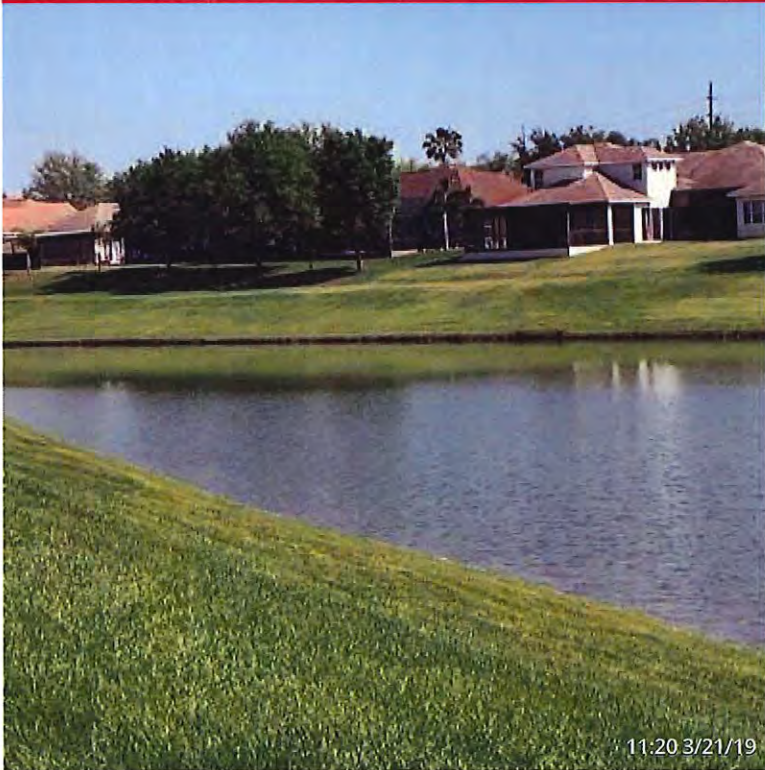
Chad Raymond
Yellowstone Landscape

DIAMOND HILL CDD UPDATE

Wednesday, March 20, 2019

Prepared For Gregory Cox- Rizzetta

6 Items Identified



POND

11:20 3/21/19



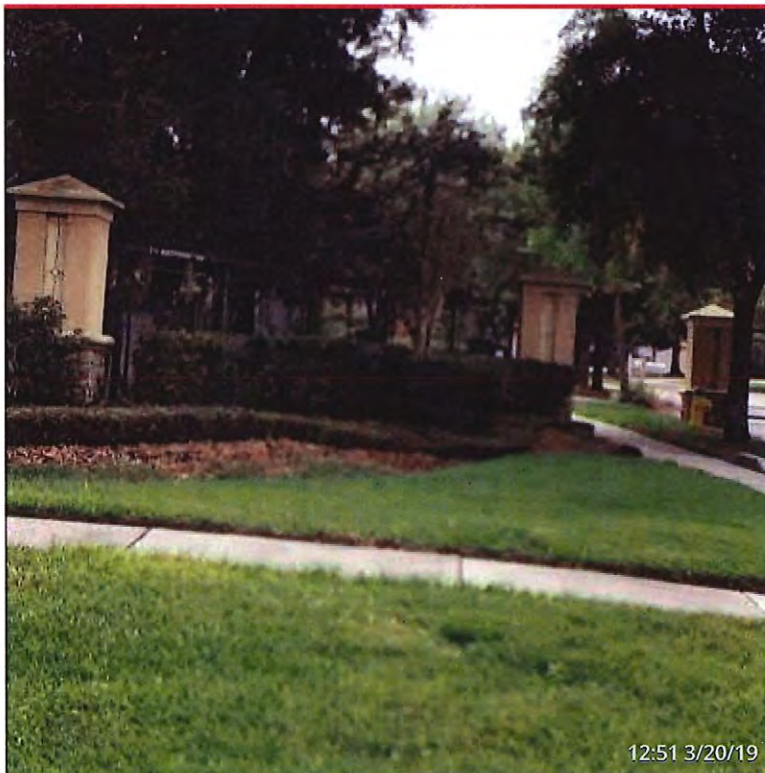
BUSH HOG

Bush hog done in March

11:19 3/21/19



ENTRANCE
Trimming



TURF
Has good color



POSSIBLE RESIDENT DEBRIS PILE
At brilliant cut entrance. I let Greg know.

ITEM 6



Trigation Wet Check Report

Date: 3-6-19

Sheet
of

Diamond Cells

WC Total Time:

Comptroller General

**West Tennessee
Controller Location:**

Wakening Days:	Start Tim
PCM A S M T W T F S S	7:20
PCM _____ S M T W T F S	_____
PCM _____ S M T W T F S	_____
PCM _____ S M T W T F S	_____
PCM _____ S M T W T F S	_____
PCM _____ S M T W T F S	_____

Zone #	1	2	3	4
Type	S	S	R	D
Program	A	A	A	A
Runtime	20	20	30	20
Repair				4F

East of France
Comptroller General

Walden T. Sullivan

Watering Days:	Start Time
PGM A <u>5</u> <u>00</u> <u>00</u>	T F S <u>12</u>
PGM <u> </u> <u> </u> <u> </u>	T F S <u> </u>
PGM <u> </u> <u> </u> <u> </u>	T F S <u> </u>
PGM <u> </u> <u> </u> <u> </u>	T F S <u> </u>
PGM <u> </u> <u> </u> <u> </u>	T F S <u> </u>
PGM <u> </u> <u> </u> <u> </u>	T F S <u> </u>

Zone #	1	2	3	4	5
Type	R	R	R	D	R
Program	A	A	A	A	A
Runtime	40	40	40	20	40
Repair					ID

အောက်ပါအတိုင်း

Comptroller General

[illegible][illegible]

ಪುನಃಪ್ರವೇಶಿಸಿದವರ ಸ್ವಾತಂತ್ರ್ಯವನ್ನು ಪುನಃ ಪಡೆದುಕೊಳ್ಳುವುದಕ್ಕೆ

Authorized by:

(Zone Type: S = Spray, D = Drip, R = Rotor, B = Bubbler)

A: Replaced 4" Sprav

C: Replaced 12" Soray

E: Replaced 12" Rotor

Dr. Srinivasan Narendran

I: Valve Repair K: Maxjet

B: Replaced 6" Spray

D: Replaced 4" Rotor

F: Replaced Nozzle

H: Lateral Line Repair

3. Valve Box

L: Netafim Repair



YELLOWSTONE LANDSCAPE

30319 Commerce Dr San Antonio, FL 33576

www.yellowstonelandscape.com

Fertilization & Pest Action Report

Property Diamond Hill

Date 2/11/19

Technician JPO

Treatment ☒
Service call ☐

Temperature

	Actions				
	Fertilize	Water	Prune	Trim	Other
Turf	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shrubs	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Palms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Wind
None ☐
Mild ☒
Strong ☐

Weather Condition

Rain	Overcast	Sunny
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Soil Conditions

Dry	Moist	Wet	Saturated	Standing Water
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Anticipated return 4/19

Comments all St. Augustine throughout treated
with granular Fertilizer to improve vigor
also applied Basic Broadleafs including Fungicide
micros + herbicide and a pre-emergent to
keep weeds out.

applied granular fertilizer to all shrubs
also applied Basic Broadleafs to all shrubs including
micros to improve vigor.



Chad Raymond
Yellowstone Landscape

DIAMOND HILL CDD UPDATE

Monday, February 4, 2019

Prepared For Gregory Cox- Rizzetta

7 Items Identified



EMERALD HILL WAY

Entrance will be detailed next visit



POND MOWING

Ponds mowed.



PONDS



CRAPE MYRTLE

Trimmed Brilliant Cut Entrance
last week and will do the Emerald
Hill Way Entrance next visit



BRILLIANT CUT ENTRANCE



SHRUBS



TURF

Tab 5

Date Entered	Category	Action Item	District Staff Responsible	Vendor Responsible	Target Date	Notes
4/1/2019	O&M	Pressure Washing Sidewalks in Conjunction with HOA	DM	TBD	5/1/2019	Coordinating the pressure washing of sidewalks
Completed Actions						

Tab 6

ASSIGNMENT AND ASSUMPTION

This Assignment and Assumption (this “**Assignment**”) is made effective as of the 1st day of March, 2019, by and between **Solitude Lake Management, LLC**, a Virginia limited liability company (“**Contractor**”) and the **Diamond Hill Community Development District** (the “**District**”).

Recitals

WHEREAS, the District has entered into that certain agreement with **Lake Masters Aquatic Weed Control, Inc.**, a Florida corporation (“**Contractor**”) dated as of October 1, 2016, for pond maintenance services (the “**Contract**”), a copy of which Contract is attached as **Exhibit “A”**; and

WHEREAS, the Contractor acquired Lake Masters Aquatic Weed Control, Inc.; and

WHEREAS, the District and the Contractor desire to assign the Contract to the Contractor.

Now therefore for \$10.00 and other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. **Recitals; Exhibit.** The foregoing Recitals are accurate and, together with the exhibits attached hereto, are hereby incorporated into this Assignment for all purposes.
2. **Assignment and Assumption of the Contract.** The District and the Contractor hereby assign the duties and obligations of Lake Masters Aquatic Weed Control, Inc. to Solitude Lake Management, LLC and Solitude Lake Management, LLC hereby agrees to assume all of the obligations of Lake Masters Aquatic Weed Control, Inc. under the Contract.
3. **Counterparts.** This Assignment may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument.

IN WITNESS WHEREOF the undersigned have executed this Assignment as of the date and year first written above.

Solitude Lake Management, LLC

**Diamond Hill
Community Development District**

By: _____
Name: _____
Title: _____

Name: _____
Chair of the Board of Supervisors

Tab 7



Rizzetta & Company

Diamond Hill Community Development District

Diamondhillcdd.org

Proposed Budget for Fiscal Year 2019/2020

Presented by: Rizzetta & Company, Inc.

9428 Camden Field Parkway

Riverview, Florida 33578

Phone: 813-533-2950

rizzetta.com

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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.

Street Lights: The District may have expenditures relating to street lights throughout the community. These may be restricted to main arterial roads or in some cases to all street lights 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.

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.

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.

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.

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.

Proposed Budget
Diamond Hill Community Development District
General Fund
Fiscal Year 2019/2020

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	Chart of Accounts Classification	Actual YTD through 02/28/19	Projected Annual Totals 2018/2019	Annual Budget for 2018/2019	Projected Budget variance for 2018/2019	Budget for 2019/2020	Budget Increase (Decrease) vs 2018/2019	Comments
1								
2	REVENUES							
3								
12	Interest Earnings							
13	Interest Earnings	\$ 1,360	\$ 3,264	\$ 500	\$ 2,764	\$ 2,000	\$ 1,500	2761
14	Special Assessments							
15	Tax Roll*	\$ 168,051	\$ 168,051	\$ 166,670	\$ 1,381	\$ 177,635	\$ 10,965	\$200,838 including reserve
31								
32	TOTAL REVENUES	\$ 169,411	\$ 171,315	\$ 167,170	\$ 4,145	\$ 179,635	\$ 12,465	
35								
36	TOTAL REVENUES AND BALANCE FORWARD	\$ 169,411	\$ 171,315	\$ 167,170	\$ 4,145	\$ 179,635	\$ 12,465	
37								
40	EXPENDITURES - ADMINISTRATIVE							
41								
42	Legislative							FY17-18
43	Supervisor Fees	\$ 3,000	\$ 7,200	\$ 5,000	\$ (2,200)	\$ 6,000	\$ 1,000	4400
44	Financial & Administrative							
45	Administrative Services	\$ 1,875	\$ 4,500	\$ 4,500	\$ -	\$ 4,500	\$ -	4500
46	District Management	\$ 7,583	\$ 18,199	\$ 18,200	\$ 1	\$ 18,565	\$ 365	Slight increase 18200
47	District Engineer	\$ 4,261	\$ 10,226	\$ 5,000	\$ (5,226)	\$ 5,000	\$ -	Increase based on history 20153
49	Trustees Fees	\$ 1,616	\$ 3,878	\$ 3,500	\$ (378)	\$ 3,500	\$ -	3233
50	Assessment Roll	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -	5000
51	Financial & Revenue Collections	\$ 2,083	\$ 4,999	\$ 5,000	\$ 1	\$ 5,000	\$ -	5000
52	Accounting Services	\$ 6,667	\$ 16,001	\$ 16,000	\$ (1)	\$ 17,000	\$ 1,000	slight increase 16000
53	Auditing Services	\$ 3,100	\$ 3,100	\$ 3,150	\$ 50	\$ 3,200	\$ 50	Contract 3085
55	Miscellaneous Mailings		\$ -	\$ 500	\$ 500	\$ 500	\$ -	
59	Public Officials Liability Insurance	\$ 2,250	\$ 2,250	\$ 2,475	\$ 225	\$ 2,475	\$ -	EGIS est. 2250
60	Legal Advertising	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	2500
62	Dues, Licenses & Fees	\$ 175	\$ 420	\$ 175	\$ (245)	\$ 175	\$ -	175
63	Miscellaneous Fees (agendas)		\$ -	\$ 1,000	\$ 1,000	\$ 500	\$ (500)	184
66	Website Hosting, Maintenance, Backup (and Email)	\$ 500	\$ 1,200	\$ 1,200	\$ -	\$ 5,000	\$ 3,800	Website ADA Access 1200
67	Legal Counsel							
68	District Counsel	\$ 3,938	\$ 9,451	\$ 7,500	\$ (1,951)	\$ 7,500	\$ -	5326
73								
74	Administrative Subtotal	\$ 42,048	\$ 86,425	\$ 80,200	\$ (6,226)	\$ 85,915	\$ 5,715	
75								
76	EXPENDITURES - FIELD OPERATIONS							
77								
90	Electric Utility Services							
91	Utility Services	\$ 260	\$ 624	\$ 1,000	\$ 376	\$ 1,000	\$ -	884
111	Stormwater Control							
113	Aquatic Maintenance	\$ 3,500	\$ 8,400	\$ 8,400	\$ -	\$ 8,400	\$ -	8400
115	Lake/Pond Bank Maintenance	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 2,250	\$ (250)	0
116	Wetland Monitoring & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0
118	Aquatic Plant Replacement	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0
119	Stormwater System Maintenance	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0
124	Miscellaneous Expense	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0
125	Other Physical Environment							
131	Property Insurance	\$ 1,200	\$ 1,200	\$ 4,070	\$ 2,870	\$ 1,320	\$ (2,750)	EGIS Est. 1200
132	General Liability Insurance	\$ 2,500	\$ 2,500	\$ -	\$ (2,500)	\$ 2,750	\$ 2,750	EGIS est. 2500
133	Rust Prevention		\$ -	\$ -	\$ -	\$ -	\$ -	Not on budget
134	Entry & Walls Maintenance	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0
135	Landscape Maintenance	\$ 19,173	\$ 46,015	\$ 45,000	\$ (1,015)	\$ 46,000	\$ 1,000	Contract \$42,686.69 45248
136	Ornamental Lighting & Maintenance	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	1634
137	Well Maintenance	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0
142	Holiday Decorations	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	103
144	Irrigation Repairs	\$ 675	\$ 1,620	\$ 1,000	\$ (620)	\$ 2,000	\$ 1,000	3932
147	Landscape Replacement Plants, Shrubs, Trees	\$ 369	\$ 886	\$ 5,000	\$ 4,114	\$ 5,000	\$ -	4075
151	Miscellaneous Expense	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0
218	Contingency							
219	Miscellaneous Fees	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0
220	Miscellaneous Contingency	\$ 8,950	\$ 21,480	\$ 10,000	\$ (11,480)	\$ 15,000	\$ 5,000	14084
223								
224	Field Operations Subtotal	\$ 36,627	\$ 82,725	\$ 86,970	\$ 4,245	\$ 93,720	\$ 6,750	
227								
228	TOTAL EXPENDITURES	\$ 78,675	\$ 169,150	\$ 167,170	\$ (1,981)	\$ 179,635	\$ 12,465	
229								
230	EXCESS OF REVENUES OVER EXPENDITURES	\$ 90,736	\$ 2,165	\$ -	\$ 2,164	\$ -	\$ -	
231								

Proposed Budget
Diamond Hill Community Development District
Reserve Fund
Fiscal Year 2019/2020

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Chart of Accounts Classification	Actual YTD through 02/28/19	Projected Annual Totals 2018/2019	Annual Budget for 2018/2019	Projected Budget variance for 2018/2019	Budget for 2019/2020	Budget Increase (Decrease) vs 2018/2019	Comments
REVENUES							
Special Assessments							
Tax Roll*	\$ 34,168	\$ 34,168	\$ 34,168	\$ -	\$ 23,203	\$ (10,965)	17245
Other Miscellaneous Revenues							
Miscellaneous Revenues (interest)		\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL REVENUES	\$ 34,168	\$ 34,168	\$ 34,168	\$ -	\$ 23,203	\$ (10,965)	
TOTAL REVENUES AND BALANCE FORWARD	\$ 34,168	\$ 34,168	\$ 34,168	\$ -	\$ 23,203	\$ (10,965)	
EXPENDITURES							
Contingency							
Capital Reserves	\$ 34,168	\$ 82,003	\$ 34,168	\$ (47,835)	\$ 23,203	\$ (10,965)	
TOTAL EXPENDITURES	\$ 34,168	\$ 82,003	\$ 34,168	\$ (47,835)	\$ 23,203	\$ (10,965)	
EXCESS OF REVENUES OVER EXPENDITURES	\$ -	\$ (47,835)	\$ -	\$ (47,835)	\$ -	\$ -	

Budget Template
Diamond Hill Community Development District
Debt Service
Fiscal Year 2019/2020

Charts of Accounts Classification	Series 2013	Budget for 2019/2020
REVENUES		
Special Assessments		
Net Special Assessments	\$207,703.77	\$207,703.77
TOTAL REVENUES	\$207,703.77	\$207,703.77
EXPENDITURES		
Administrative		
Financial & Administrative		
Debt Service Obligation	\$207,703.77	\$207,703.77
Administrative Subtotal	\$207,703.77	\$207,703.77
TOTAL EXPENDITURES	\$207,703.77	\$207,703.77
EXCESS OF REVENUES OVER EXPENDITURE	\$0.00	\$0.00

Hillsborough County Collection Costs (2%) and Early Payment Discount 6.0%

Gross assessments **\$220,961.46**

Notes:

1. Tax Roll Collection Costs for Hillsborough County are 6.0% of Tax Roll. Budgeted net of tax roll assessments. See Assessment Table.

DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2019/2020 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE

2019/2020 O&M Budget	\$200,838.00
Collection Costs 2%	\$4,273.15
Early Payment Discount 4%	\$8,546.30
2019/2020 Total:	<u><u>\$213,657.45</u></u>

2018/2019 O&M Budget	\$200,838.00
2019/2020 O&M Budget	\$200,838.00
Total Difference:	<u><u>\$0.00</u></u>

	<u>PER UNIT ANNUAL ASSESSMENT</u>		<u>Proposed Increase / Decrease</u>	
	<u>2018/2019</u>	<u>2019/2020</u>	<u>\$</u>	<u>%</u>
Debt Service - Single Family 50'	\$399.43	\$399.43	\$0.00	0.00%
Operations/Maintenance - Single Family 50'	\$475.85	\$475.85	\$0.00	0.00%
Total	\$875.28	\$875.28	\$0.00	0.00%
Debt Service - Single Family 60'	\$479.31	\$479.31	\$0.00	0.00%
Operations/Maintenance - Single Family 60'	\$475.85	\$475.85	\$0.00	0.00%
Total	\$955.16	\$955.16	\$0.00	0.00%
Debt Service - Single Family 80'	\$639.07	\$639.07	\$0.00	0.00%
Operations/Maintenance - Single Family 80'	\$475.85	\$475.85	\$0.00	0.00%
Total	\$1,114.92	\$1,114.92	\$0.00	0.00%
Debt Service - Single Family 100'	\$639.07	\$639.07	\$0.00	0.00%
Operations/Maintenance - Single Family 100'	\$475.85	\$475.85	\$0.00	0.00%
Total	\$1,114.92	\$1,114.92	\$0.00	0.00%

DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2019/2020 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE

TOTAL O&M BUDGET		\$200,838.00
COLLECTION COSTS	2.0%	\$4,273.15
EARLY PAYMENT DISCOUNT	4.0%	\$8,546.30
TOTAL O&M ASSESSMENT		<u>\$213,657.45</u>

LOT SIZE	UNITS ASSESSED		ALLOCATION OF O&M ASSESSMENT				TOTAL	PER LOT ANNUAL ASSESSMENT		
	O&M	SERIES 2013 DEBT SERVICE ^{(1) (2)}	EAU FACTOR	TOTAL EAU's	% TOTAL EAU's	TOTAL O&M BUDGET	SERIES 2013 DEBT SERVICE ASSESSMENT	O&M ⁽³⁾	DEBT SERVICE ⁽⁴⁾	TOTAL ⁽⁵⁾
Single Family 50'	210	210	1.00	210.00	46.77%	\$99,928.87	\$83,880.30	\$475.85	\$399.43	\$875.28
Single Family 60'	87	86	1.00	87.00	19.38%	\$41,399.10	\$41,220.66	\$475.85	\$479.31	\$955.16
Single Family 80'	124	122	1.00	124.00	27.62%	\$59,005.62	\$77,966.54	\$475.85	\$639.07	\$1,114.92
Single Family 100'	28	28	1.00	28.00	6.24%	\$13,323.85	\$17,893.96	\$475.85	\$639.07	\$1,114.92
	<u>449</u>	<u>446</u>		<u>449.00</u>	<u>100.00%</u>	<u>\$213,657.45</u>	<u>\$220,961.46</u>			
LESS: Hillsborough County Collection Costs (2%) and Early Payment Discounts (4%):						<u>(\$12,819.45)</u>	<u>(\$13,257.69)</u>			
Net Revenue to be Collected						<u>\$200,838.00</u>	<u>\$207,703.77</u>			

⁽¹⁾ Reflects 3 (three) Series 2013 prepayments.

⁽²⁾ Reflects the number of total lots with Series 2013 debt outstanding.

⁽³⁾ Note this assessment table reflects an equal per unit O&M assessment approved by the Board of Supervisors.

⁽⁴⁾ Annual debt service assessment per lot adopted in connection with the Series 2013 bond issue. Annual assessment includes principal, interest, Hillsborough County collection costs and early payment discounts.

⁽⁵⁾ Annual assessment that will appear on November 2019 Hillsborough County property tax bill. Amount shown includes all applicable county collection costs and early payment discounts (up to 4% if paid early).

Tab 8

RESOLUTION 2019-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGETS FOR FISCAL YEAR 2019/2020 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of the Diamond Hill Community Development District (“**District**”) prior to June 15, 2019, proposed budgets (“**Proposed Budget**”) for the fiscal year beginning October 1, 2019 and ending September 30, 2020 (“**Fiscal Year 2019/2020**”); and

WHEREAS, the Board has considered the Proposed Budget and desires to 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 prepared by the District Manager for Fiscal Year 2019/2020 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 approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: August 12, 2019

HOUR: 4:00 p.m.

LOCATION: Rizzetta & Company, Inc.
9428 Camden Field Parkway
Riverview, Florida 33578

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 as set forth in Section 2, 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 8th DAY OF APRIL, 2019.

ATTEST:

**DIAMOND HILL COMMUNITY
DEVELOPMENT DISTRICT**

Assistant Secretary

By: _____
Its: _____

Exhibit A: Approved Proposed Budgets for Fiscal Year 2019/2020

Exhibit A:

Approved Proposed Budgets for Fiscal Year 2019/2020