



Rizzetta & Company

# **Diamond Hill Community Development District**

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**Board of Supervisors' Meeting  
October 14, 2019**

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

**[www.diamondhillcdd.org](http://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.

<b>District Board of Supervisors</b>	James Oliver	Chairman
	Douglas Taggerty	Vice Chairman
	Linda Dunn	Assistant Secretary
	Marian Estabrook	Assistant Secretary
	Ferdinand Ramos	Assistant Secretary
<b>District Manager</b>	Greg Cox	Rizzetta & Company, Inc.
<b>District Attorney</b>	John Vericker	Straley Robin Vericker
<b>District Engineer</b>	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**

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October 7, 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, October 14, 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 August 12, 2019 ..... Tab 1
  - B.** Consideration of Operation & Maintenance Expenditures for July & August 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.** Discussion of TECO Powerline Maintenance
  - B.** Ratification of Egis Insurance Proposal..... Tab 6
  - C.** Consideration of Second Addendum to Professional District Services Contract..... Tab 7
- 6. SUPERVISOR REQUESTS**
- 7. ADJOURNMENT**

I look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to contact me at (813) 933-5571.

Sincerely,  
*Greg Cox*  
Greg Cox  
District Manager

cc: James Oliver, Chairman  
John Vericker, District Counsel

## **Tab 1**

**MINUTES OF MEETING**

*Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

**DIAMOND HILL  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Diamond Hill Community Development District was held on **Monday, August 12, 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	<b>Board Supervisor, Chairman</b>
Doug Taggerty	<b>Board Supervisor, Vice Chairman</b>
Linda Dunn	<b>Board Supervisor, Assistant Secretary</b>
Ferdinand Ramos	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Greg Cox	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
John Vericker	<b>District Counsel, Straley Robin Vericker (via. conf. call)</b>
Chad Raymond	<b>Representative, Yellowstone Landscaping</b>
Audience	<b>Present</b>

**FIRST ORDER OF BUSINESS**

**Call to Order**

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

**SECOND ORDER OF BUSINESS**

**Audience Comments**

Mr. Tom Estabrook addressed the Board regarding the sharing of the pressure washing invoice for \$5,750.

On a Motion by Mr. Oliver, seconded by Ms. Dunn, with all in favor, the Board of Supervisors approved share the cost with the HOA and to pay 75% of the \$5,750 community pressure washing expense, for the Diamond Hill Community Development District.

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of the  
Board of Supervisors' Regular  
Meeting held on June 10, 2019**

Mr. Cox presented the minutes of the Board of Supervisors' regular meeting held on June 10, 2019.

On a Motion by Mr. Oliver, seconded by Mr. Taggerty, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on June 10, 2019 as presented, for the Diamond Hill Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of Operation &  
Maintenance Expenditures for May &  
June 2019**

Mr. Cox presented the Operation & Maintenance Expenditures for May and June 2019.

On a Motion by Mr. Oliver, seconded by Mr. Taggerty, with all in favor, the Board of Supervisors approved to ratify the payment of the invoices in the Operation & Maintenance Expenditures report for May 2019 (\$12,671.38) and June 2019 (\$9,775.63), for the Diamond Hill Community Development District.

**FIFTH 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. Chad Raymond presented the landscape and irrigation maintenance report to the Board. There was a discussion regarding the damages done by the wild hogs and it was determined to not make repairs at this time. Tom Estabrook informed the Board that 10 hogs were caught recently by the HOA trapper.

77  
78 **C. District Counsel**

79  
80 No report.

81  
82 **D. District Engineer**

83  
84 Not present.

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86 **E. District Manager**

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88 Mr. Cox indicated that the next regular meeting has been scheduled for  
89 October 14, 2019 at 4:00 p.m.

90  
91 Mr. Cox provided an update regarding the District financials and the action  
92 item list.

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94 **SIXTH ORDER OF BUSINESS**

**Consideration of Pond Maintenance  
Agreement Renewal**

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97 The Board reviewed a draft pond maintenance agreement with Solitude for  
98 continuation of pond maintenance.

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On a Motion by Mr. Taggerty, seconded by Ms. Dunn, with all in favor, the Board of Supervisors approved the draft pond maintenance agreement in its substantial form and authorized the Chairman to approve a final agreement with authorization to approve as high as a 5% increase in rate if necessary, for the Diamond Hill Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of ADA Website  
Accessibility Proposals**

The Board considered three proposals for website hosting and ADA accessibility compliance work.

On a Motion by Mr. Taggerty, seconded by Mr. Oliver, with all in favor, the Board of Supervisors approved the proposal from Campus Suite, for the Diamond Hill Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Rizzetta Technology  
Services Agreement**

On a Motion by Ms. Dunn, seconded by Mr. Taggerty, with all in favor, the Board of Supervisors approved the Rizzetta Technology Services Agreement, for the Diamond Hill Community Development District.

**NINTH ORDER OF BUSINESS**

**Ratification of Fiscal Year 2017-2018  
Audit**

On a Motion by Mr. Taggerty, seconded by Mr. Ramos, with all in favor, the Board of Supervisors unanimously ratified the Chairman's approval of the Fiscal Year 2017-2018 Audit report, for the Diamond Hill Community Development District.

**TENTH ORDER OF BUSINESS**

**Public Hearing on Fiscal Year 2019-  
2020 Final Budget**

Mr. Cox explained the budgeting process in place to finalize the approval of the final budget for the next fiscal year and requested a motion from the Board to open the duly noticed public hearing for the Proposed Budget for Fiscal Year 2019-2020.

On a Motion by Mr. Oliver, seconded by Mr. Taggerty, with all in favor, the Board of Supervisors opened the Public Hearing, for the Diamond Hill Community Development District.

There were no audience comments and Mr. Cox asked for a motion to close the public hearing.

On a Motion by Mr. Taggerty, seconded by Ms. Dunn, with all in favor, the Board of Supervisors closed the Public Hearing, for the Diamond Hill Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2019-05;  
Adopting Fiscal Year 2019-2020 Final  
Budget**

The Board did not make any changes to the proposed budget and adopted the Resolution 2019-05 to adopt the budget.



**DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT**  
**August 12, 2019 – Minutes of Meeting**  
**Page 5**

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On a Motion by Mr. Ramos, seconded by Ms. Dunn, with all in favor, the Board of Supervisors approved to adopt Resolution 2019-05; Adopting Fiscal Year 2019-2020 Final Budget, for the Diamond Hill Community Development District.

**TWELFTH ORDER OF BUSINESS**

**Consideration of Resolution 2019-06;  
Imposing Special Assessments**

On a Motion by Mr. Taggerty, seconded by Mr. Oliver, with all in favor, the Board of Supervisors approved to adopt Resolution 2019-06; Imposing Special Assessments, for the Diamond Hill Community Development District.

**THIRTEENTH ORDER OF BUSINESS**

**Consideration of Resolution 2019-04;  
Setting Fiscal Year 2019-2020  
Meeting Schedule**

On a Motion by Mr. Ramos, seconded by Mr. Taggerty, with all in favor, the Board of Supervisors approved to adopt Resolution 2019-04; Setting Fiscal Year 2019-2020 Meeting Schedule, for the Diamond Hill Community Development District.

**FOURTEENTH ORDER OF BUSINESS**

**Supervisor Requests**

Mr. Oliver requested staff to provide the Board with what the balance is on the current bond in place.

Mr. Ramos requested that the topic of the TECO powerline maintenance status be added to the action item list. Mr. Cox indicated that he would attempt to have a TECO representative attend the next meeting in October to discuss.

**FIFTEENTH 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. Taggerty, seconded by Ms. Dunn, with all in favor, the Board of Supervisors adjourned the meeting at 4:48 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 July 2019 For Board Approval**

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

The total items being presented: **\$11,323.19**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_Chairperson

\_\_\_\_\_Vice Chairperson

\_\_\_\_\_Assistant Secretary

## Diamond Hill Community Development District

### Paid Operation & Maintenance Expenditures

July 1, 2019 Through July 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Grau & Associates	002941	18417	Audit Services FYE 09/18	\$ 2,600.00
Rizzetta & Company, Inc.	002938	INV0000041537	District Management Fees 07/19	\$ 3,641.67
Rizzetta Technology Services, LLC	002939	INV0000004552	Website Hosting Services 07/19	\$ 100.00
Solitude Lake Management LLC	002942	PI-A00278495	Lake and Pond Maintenance 07/19	\$ 700.00
Straley Robin Vericker	002943	17191	Professional Services 06/19	\$ 730.00
TECO	002940	211010801895 06/19	12929 Sydney Road #A 06/19	\$ 65.09
Yellowstone Landscape, Inc.	002944	TM 37818	Landscape Maintenance 07/19	<u>\$ 3,486.43</u>
Report Total				<u>\$ 11,323.19</u>

## Grau and Associates

951 W. Yamato Road, Suite 280  
Boca Raton, FL 33431-  
www.graucpa.com

Phone: 561-994-9299

Fax: 561-994-5823

Diamond Hill Community Development District  
12750 Citrus Park Lane, Suite 115  
Tampa, FL 33625

RECEIVED

JUL 05 2019

Invoice No. 18417  
Date 06/28/2019

SERVICE	AMOUNT
Audit FYE 09/30/2018	\$ 2,600.00
Current Amount Due	\$ 2,600.00

Approval GL Date 7/12/19  
Entered JUL 11 2019  
and 001 GL 51300 OC 3202  
Book #

0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
2,600.00	0.00	0.00	0.00	0.00	2,600.00

Payment due upon receipt.

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

## Invoice

Date	Invoice #
7/1/2019	INV0000041537

**Bill To:**

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

Services for the month of		Terms	Client Number
July		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
Date Rec'd Rizzetta & Co, Inc. JUN 24 2019			
D/M approval <u>GL</u> Date <u>6/21/19</u>			
Date entered <u>JUN 20 2019</u>			
Fund <u>001</u> GL <u>51300</u> OC <u></u>			
Check # <u></u>			
Subtotal			\$3,641.67
Total			\$3,641.67

Rizzetta Technology Services  
3434 Colwell Avenue  
Suite 200  
Tampa FL 33614

# Invoice

Date	Invoice #
7/1/2019	INV0000004552

**Bill To:**

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

JUN 19 2019

Services for the month of		Terms	Client Number
July			00740
Description	Qty	Rate	Amount
Email Accounts, Admin & Maintenance	0	\$15.00	\$0.00
Website Hosting, Backup and Content Updating	1	\$100.00	\$100.00
Date Rec'd Rizzetta & Co, Inc _____			
D/M approval <u>GR</u> Date <u>6/21/19</u>			
Date entered <u>JUN 20 2019</u>			
Fund <u>001</u> GL <u>51300</u> OC <u>5103</u>			
Check # _____			
Subtotal			\$100.00
Total			\$100.00

# SOLITUDE

LAKE MANAGEMENT

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

JUL 01 2019

## INVOICE

Invoice Number: PI-A00278495

Invoice Date: 07/01/19

PROPERTY: Diamond Hill  
C.D.D.

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

**CUSTOMER ID**  
D2043

**CUSTOMER PO**

**Payment Terms**  
Due upon receipt

**Sales Rep ID**  
Bill Kurth

**Shipment Method**

**Ship Date**

**Due Date**  
07/01/19

Qty	Item / Description	UOM	Unit Price	Extension
1	Lake & Pond Management Services SVR10353 07/01/19 - 07/31/19 Lake & Pond Management Services		700.00	700.00

REC'D Rizzetta & Co, Inc.

vi approval

Date

ite entered

nd

061 GL 53800 OC 4605

#

### 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
<b>TOTAL</b>	<b>700.00</b>



# 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

JUL 01 2019

June 27, 2019

Client: 001479

Matter: 000001

Invoice #: 17191

Page: 1

RE: General

Date Rec'd Rizzetta & Co, Inc. \_\_\_\_\_

For Professional Services Rendered Through June 15, 2019

D/M approval ge Date 7/8/19

Date entered JUL 02 2019

Fund 001 GL 51400 OC 3107

Check # \_\_\_\_\_

## SERVICES

Date	Person	Description of Services	Hours
5/21/2019	JMV	REVIEW EMAIL FROM K. GALLANT; REVIEW CDD FINANCIAL STATEMENTS.	0.3
5/28/2019	JMV	REVIEW EMAIL FROM D. KRONICK; REVIEW LEGAL NOTICE.	0.2
5/30/2019	LB	REVIEW AND REVISE PUBLICATION FOR PUBLIC HEARING ON FY 2019/2020 BUDGET AND O&M ASSESSMENTS; PREPARE DRAFT PUBLICATION FOR SECOND PUBLICATION ON BUDGET PUBLIC HEARING.	0.6
6/2/2019	JMV	PREPARE BUDGET NOTICES.	0.3
6/3/2019	LB	FINALIZE PUBLICATIONS FOR PUBLIC HEARING ON FY 2019/2020 BUDGET AND O&M ASSESSMENTS; PREPARE EMAIL TO D. KRONICK TRANSMITTING PUBLICATION NOTICES.	0.2
6/7/2019	JMV	REVIEW AGENDA PACKET AND PREPARE FOR CDD BOARD MEETING.	0.4
6/10/2019	JMV	REVIEW EMAIL FROM G. COX; DRAFT EMAIL TO G. COX; PREPARE FOR AND ATTEND CDD BOARD MEETING.	0.6
6/14/2019	JMV	REVIEW EMAIL FROM CDD AUDITOR; REVIEW RECORDS; DRAFT EMAIL TO CDD AUDITOR.	0.2
Total Professional Services			2.8
			\$730.00

June 27, 2019

Client: 001479

Matter: 000001

Invoice #: 17191

Page: 2

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**PERSON RECAP**

Person		Hours	Amount
JMV	John M. Vericker	2.0	\$610.00
LB	Lynn Butler	0.8	\$120.00

Total Services	\$730.00	
Total Disbursements	\$0.00	
Total Current Charges		\$730.00

**PAY THIS AMOUNT**

**\$730.00**

*Please Include Invoice Number on all Correspondence*



## ACCOUNT INVOICE

tampaelectric.com



JUL 03 2019

Statement Date: 07/01/2019

Account: 211010801895

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

Current month's charges:	\$65.09
Total amount due:	\$65.09
Payment Due By:	07/22/2019

### Your Account Summary

Previous Amount Due	\$63.03
Payment(s) Received Since Last Statement	-\$63.03
Current Month's Charges	\$65.09
<b>Total Amount Due</b>	<b>\$65.09</b>

TECO & Co, Inc.

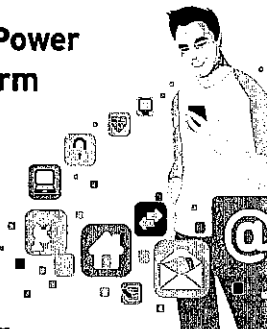
Date 7/8/19

JUL 03 2019  
001 GL 53100 OC 4301

### Sign up for free Power Updates this storm season

Should severe weather lead to outages, you can receive updates about your power right to your mobile device.

Learn more at  
[tampaelectric.com/powerupdates](http://tampaelectric.com/powerupdates).



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



### Billing and payments made easy!

We offer many convenient and free ways to receive and pay your electric bill, such as Paperless Billing and Direct Debit. For more on our convenient options, log into [tecoaccount.com](http://tecoaccount.com) or visit [tampaelectric.com/billpay](http://tampaelectric.com/billpay).

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:	\$65.09
Total amount due:	\$65.09
Payment Due By:	07/22/2019

Amount Enclosed \$

619284429876

DIAMOND HILL CDD  
12750 CITRUS PARK LN, STE 115  
TAMPA, FL 33625-3784

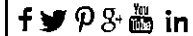
MAIL PAYMENT TO:  
TECO  
P.O. BOX 31318  
TAMPA, FL 33631-3318

6192844298762110108018950000000065091



# ACCOUNT INVOICE

tampaelectric.com



Account: 211010801895  
 Statement Date: 07/01/2019  
 Current month's charges due 07/22/2019

## Details of Charges – Service from 05/29/2019 to 06/26/2019

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	06/26/2019	70,557		70,274		283 kWh	1	29 Days

Basic Service Charge		\$18.14			
Energy Charge	283 kWh @ \$0.05916/kWh	\$16.74			
Fuel Charge	283 kWh @ \$0.03227/kWh	\$9.13			
Florida Gross Receipt Tax		\$1.13			
<b>Electric Service Cost</b>					<b>\$45.14</b>
<b>Zap Cap Systems</b>					
Service for: 12929 SYDNEY RD, A, DOVER, FL 33527-0000					
Business Surge MST1120 Monthly	1 unit @ \$19.95	\$19.95			
<b>Zap Cap Systems Cost</b>					<b>\$19.95</b>
<b>Total Current Month's Charges</b>					<b>\$65.09</b>

## Tampa Electric Usage History

Kilowatt-Hours Per Day  
(Average)

JUN 2019	10
MAY	9
APR	11
MAR	12
FEB	11
JAN	12
DEC	12
NOV	10
OCT	10
SEP	10
AUG	10
JUL	10
JUN 2018	9



## INVOICE

INVOICE #	INVOICE DATE
TM 37818	7/15/2019
TERMS	PO NUMBER
Net 30	

**Bill To:**

Diamond Hill CDD  
c/o Diamond Hill CDD  
9428 Camden Field Pkwy  
Riverview, FL 33578

**Property Name:** Diamond Hill CDD

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

**Invoice Due Date:** August 14, 2019

**Invoice Amount:** \$3,486.43

Description	Current Amount
Monthly Landscape Maintenance July 2019	\$3,486.43
Total Fertilizer St Augustine \$291.00	

**Invoice Total** **\$3,486.43**

Rec'd Rizzetta & Co, Inc  
M approval Re Date 7/19/19  
Date entered JUL 17 2019  
Fund 001 GL 53000 OC 4004  
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 August 2019 For Board Approval**

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

The total items being presented: **\$19,740.67**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_Chairperson

\_\_\_\_\_Vice Chairperson

\_\_\_\_\_Assistant Secretary

## Diamond Hill Community Development District

### Paid Operation & Maintenance Expenditures

August 1, 2019 Through August 31, 2019

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Douglas Taggerty	002953	DT081219	Board of Supervisors Meeting 08/12/19	\$ 200.00
Ferdinand Ramos	002952	FR081219	Board of Supervisors Meeting 08/12/19	\$ 200.00
James A. Oliver	002951	JO081219	Board of Supervisors Meeting 08/12/19	\$ 200.00
Linda L. Dunn	002950	LD081219	Board of Supervisors Meeting 08/12/19	\$ 200.00
Rizzetta & Company, Inc.	002945	INV0000042333	District Management Fees 08/19	\$ 3,641.67
Rizzetta Technology Services, LLC	002946	INV0000004637	Website Hosting Services 08/19	\$ 100.00
Signature Privacy Walls of FL	002947	475	Fence and Gate Repairs 04/19	\$ 9,800.00
Solitude Lake Management	002955	PI-A00288298	Lake and Pond Maintenance 08/19	\$ 700.00
Straley Robin Vericker	002948	17317	Professional Services 07/19	\$ 427.00
TECO	002949	211010801895 07/19	12929 Sydney Road #A 07/19	\$ 68.57
Times Publishing Company	002954	799906 07/19/19	Acct #107822 Legal Advertising 07/19	\$ 392.00
Times Publishing Company	002954	799906 07/26/19	Acct #107822 Legal Advertising 07/19	\$ 331.50
Yellowstone Landscape, Inc.	002956	TM 45451	Landscape Maintenance 08/19	<u>\$ 3,479.93</u>
<b>Report Total</b>				<u><b>\$ 19,740.67</b></u>



**Diamond Hill CDD**  
**Meeting Date: August 12, 2019**

**SUPERVISOR PAY REQUEST**

**RECEIVED**  
AUG 13 2019

Name of Board Supervisor	Check if present	Check if paid
✓ Linda Dunn	✓	✓
✓ James Oliver	✓	✓
✓ Marian Estabrook	No	No
✓ Douglas Taggerty	✓	✓
✓ Ferdinand Ramos	✓	✓

(\*) Does not get paid

**EXTENDED MEETING TIMECARD**

Meeting Start Time:	9:00
Meeting End Time:	4:40
Total Meeting Time:	1:40

Time Over 0 () 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 8/19/19

Date entered AUG 14 2019

Fund 001 GL 51100 OC 1101

Check # \_\_\_\_\_

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

# Invoice

Date	Invoice #
8/1/2019	INV0000042333

**Bill To:**

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

JUL 24 2019

Services for the month of		Terms	Client Number
August		Upon Receipt	00740
Description	Qty	Rate	Amount
District Management Services 3110	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
Subtotal			\$3,641.67
Total			\$3,641.67

Rec'd Rizzetta & Co, Inc. \_\_\_\_\_  
M approval ge Date 7/31/19  
Entered JUL 26 2019  
id 001 GL 51300 OC KK  
# \_\_\_\_\_

Tampa FL 33614

Date	Invoice #
8/1/2019	INV0000004637

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

JUL 25 2019

		Services for the month of	Terms	Client Number
		August		00740
Description	Qty	Rate	Amount	
EMail Accounts, Admin & Maintenance	0	\$15.00	\$0.00	
Website Hosting, Backup and Content Updating	1	\$100.00	\$100.00	
<p>Date Rec'd Rizzetta &amp; Co, Inc _____</p> <p>D/M approval <u>ge</u> Date <u>7/31/19</u></p> <p>Date entered <u>JUL 26 2019</u></p> <p>Fund <u>001</u> GL <u>51300</u> OC <u>5103</u></p> <p>Check # _____</p>				
		<b>Subtotal</b>		\$100.00
		<b>Total</b>		\$100.00

Signature Privacy Walls of  
Florida, Inc  
5217 Macoso Court  
New Port Richey, FL 34655  
Phone: 727-264-8718

RECEIVED  
JUL 26 2019

# Invoice

DATE	INVOICE #
4/17/2019	475

BILL TO
---------

Diamond Hill CDD  
12750 Citrus Park Lane, Ste. 115  
Tampa, FL 33625

PROJECT NAME
--------------

Diamond Hill CDD  
Repair

DUE DATE
----------

5/17/2019

DESCRIPTION	AMOUNT
1) Repair and repaint 10 columns holding the gates.	2,500.00
2) Painting the metal parts of the fencing between the columns.	2,700.00
3) Painting the rest of the columns (12 columns).	2,700.00
4) Painting 2 signs and 4 columns.	1,900.00

Date Rec'd Rizzetta & Co, Inc \_\_\_\_\_

D/M approval GAL Date 7/31/19

Date entered JUL 26 2019

Fund 001 GL 53000 OC 4614

Check # \_\_\_\_\_

Thank you for your business!

Total	9,800.00
Balance Due	9,800.00

**INVOICE**

Invoice Number: PI-A00288298

Invoice Date: 08/01/19

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**

AUG 02 2019

**CUSTOMER ID**

D2043

**Sales Rep ID**

Bill Kurth

**CUSTOMER PO****Shipment Method****Payment Terms**

Due upon receipt

**Ship Date****Due Date**

08/01/19

Qty	Item / Description	UOM	Unit Price	Extension
1	Lake & Pond Management Services SVR10353 08/01/19 - 08/31/19 Lake & Pond Management Services		700.00	700.00

Date Rec'd Rizzetta &amp; Co, Inc. \_\_\_\_\_

D/M approval GR Date 8/2/19Date entered AUG 02 2019Fund 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
<b>TOTAL</b>	<b>700.00</b>

# Straley Robin Vericker

1510 W. Cleveland Street  
Tampa, FL 33606  
Telephone (813) 223-9400 \* Facsimile (813) 223-5043  
Federal Tax Id. - 20-1778458

AUG 01 2019

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

July 30, 2019  
Client: 001479  
Matter: 000001  
Invoice #: 17317

Page: 1

RE: General

For Professional Services Rendered Through July 15, 2019

## SERVICES

Date	Person	Description of Services	Hours
6/18/2019	JMV	REVIEW EMAIL FROM K. GALLANT; REVIEW CDD FINANCIAL STATEMENTS.	0.3
6/27/2019	JMV	REVIEW EMAIL FROM N. DHANPAT; REVIEW DRAFT AUDIT; DRAFT EMAIL TO N. DHANPAT.	0.4
7/8/2019	JMV	REVIEW EMAIL FROM D. KRONICK; REVIEW LEGAL NOTICES; DRAFT EMAIL TO D. KRONICK.	0.4
7/11/2019	JMV	REVIEW EMAIL FROM K. GALLANT; REVIEW CDD FINANCIAL STATEMENTS.	0.3
Total Professional Services			1.4
			\$427.00

## PERSON RECAP

Person	Hours	Amount
JMV John M. Vericker	1.4	\$427.00

Date Rec'd Rizzetta & Co, Inc. \_\_\_\_\_  
D/M approval gr Date 8/2/19  
Date entered AUG 01 2019  
Fund 001 GL 51400 OC 3107  
Check # \_\_\_\_\_

July 30, 2019

Client: 001479

Matter: 000001

Invoice #: 17317

Page: 2

---

Total Services	\$427.00	
Total Disbursements	\$0.00	
Total Current Charges		\$427.00

**PAY THIS AMOUNT**

**\$427.00**

*Please Include Invoice Number on all Correspondence*



Statement Date: 07/31/2019

Account: 211010801895

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

Current month's charges:	\$68.57
Total amount due:	\$68.57
Payment Due By:	08/21/2019

**Your Account Summary**

Previous Amount Due	\$65.09
Payment(s) Received Since Last Statement	-\$65.09
Current Month's Charges	\$68.57
<b>Total Amount Due</b>	<b>\$68.57</b>

RECEIVED  
AUG 05 2019  
AUG 09 2019  
Mapproval  
53100 00 4301

**Sign up for free Power Updates this storm season**

Should severe weather lead to outages, you can receive updates about your power right to your mobile device.

Learn more at  
[tampaelectric.com/powerupdates](http://tampaelectric.com/powerupdates)



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

**Scammers are calling. Don't be a victim.**

- Scammers can alter caller ID numbers to make it look like TECO is calling.
- We will never ask you to purchase a prepaid credit or debit card.
- Know what you owe. Reference your most recent bill or log in to your online account.
- If you think a call is a scam, hang up and call us.



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:	\$68.57
Total amount due:	\$68.57
Payment Due By:	08/21/2019

Amount Enclosed \$

643975791610

00000420 01 AB 0 40 33625 FTECO107311923022310 00000 03 01000000 002 04 14847 002



DIAMOND HILL CDD  
12750 CITRUS PARK LN, STE 115  
TAMPA, FL 33625-3784

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

1 43825781 107311923022310 000000000000 002 04 14847 002





**Account:** 211010801895  
**Statement Date:** 07/31/2019  
**Current month's charges due** 08/21/2019

## Details of Charges – Service from 06/27/2019 to 07/26/2019

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	07/26/2019	70,877		70,557		320 kWh	1	30 Days

Basic Service Charge

\$18.14

Energy Charge

320 kWh @ \$0.05916/kWh

\$18.93

Fuel Charge

320 kWh @ \$0.03227/kWh

\$10.33

Florida Gross Receipt Tax

\$1.22

**Electric Service Cost**

**\$48.62**

**Zap Cap Systems**

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

Business Surge MST1120 Monthly

1 unit @ \$19.95

\$19.95

**Zap Cap Systems Cost**

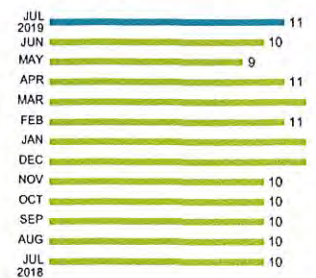
**\$19.95**

**Total Current Month's Charges**

**\$68.57**

## Tampa Electric Usage History

Kilowatt-Hours Per Day  
(Average)



[illegible]



**Tampa Bay Times**  
Published Daily

STATE OF FLORIDA } ss  
COUNTY OF Hillsborough County

Before the undersigned authority personally appeared Amy Robison who on oath says that he/she is Legal Clerk of the Tampa Bay Times a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: DIAMOND HILL BUDGET** was published in Tampa Bay Times: 7/19/19, 7/26/19. in said newspaper in the issues of Tampa Tribune Southeast

Affiant further says the said Tampa Bay Times is a newspaper published in Hillsborough County, Florida and that the said newspaper has heretofore been continuously published in said Hillsborough County, Florida, each day and has been entered as a second class mail matter at the post office in said Hillsborough County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid not promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper

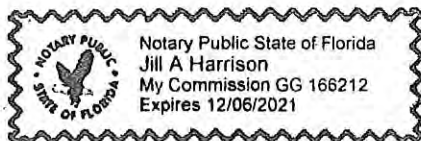
  
Signature of Affiant

Sworn to and subscribed before me this 07/26/2019.

  
Signature of Notary Public

Personally known ☒ or produced identification

Type of identification produced \_\_\_\_\_



## DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICTS

**NOTICE OF PUBLIC HEARING TO CONSIDER THE ADOPTION OF THE FISCAL YEAR 2019/2020 BUDGET; AND NOTICE OF PUBLIC HEARING TO CONSIDER THE IMPOSITION OF MAINTENANCE AND OPERATION SPECIAL ASSESSMENTS, ADOPTION OF AN ASSESSMENT ROLL, AND THE LEVY, COLLECTION, AND ENFORCEMENT OF THE SAME; AND NOTICE OF SPECIAL BOARD OF SUPERVISORS' MEETING.**

The Board of Supervisors for the Diamond Hill Community Development Districts (the "District") will hold a public hearing and a regular meeting on Monday, August 12, 2019 at 4:00 p.m. at the offices of Rizzetta & Company, Inc., located at 9428 Camden Field Parkway, Riverview, Florida 33578.

The purpose of the first public hearing is to receive public comment and testimony on the Fiscal Year 2019/2020 Proposed Budgets. The first public hearing is being conducted pursuant to Chapter 190, Florida Statutes. The purpose of the second public hearing is to consider the imposition of special assessments to fund the District's proposed budget for Fiscal Year 2019/2020 upon the lands located within the District, a depiction of which lands are shown below, consider the adoption of an assessment roll, and to provide for the levy, collection, and enforcement of the assessments. The second public hearing is being conducted pursuant to Chapters 190 and 197, Florida Statutes. At the conclusion of the public hearings, the Board will, by resolution, adopt a budget and levy assessments as finally approved by the Board. A regular board meeting of the District will also be held where the Board may consider any other business that may properly come before it.

A copy of the proposed budgets, preliminary assessment roll, and/or the agendas for the hearings and meeting may be obtained at the offices of the District Manager, located at 12750 Citrus Park Lane #115, Tampa, Florida 33625 PH: 813-933-5571 during normal business hours. Diamond Hill CDD is located off of Sydney Road in Valrico Florida.

The special assessments are annually recurring assessments and are in addition to previously levied debt assessments. The table below presents the proposed schedule of assessments for the District. Amounts are preliminary and subject to change at the hearing and in any future year. The amounts are subject to early payment discount as afforded by law.

The Hillsborough County Tax Collector will collect the assessments for all lots and parcels within the District. Failure to pay the assessments will cause a tax certificate to be issued against the property which may result in a loss of title. All affected property owners have the right to appear at the public hearings and the right to file written objections with the District within twenty (20) days of publication of this notice.

The public hearings and meeting are open to the public and will be conducted in accordance with the provisions of Florida Law for community development districts. The public hearings and meeting may be continued to a date, time, and place to be specified on the record at the hearings or meeting.

There may be occasions when staff or other individuals may participate by speaker telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (813) 933-5571 at least three (3) days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 711 for aid in contacting the District Office at least three (3) days prior to the date of the hearing and meeting.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearings or meeting is advised that person will need a record of 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 such appeal is to be based.



[illegible]



# Tampa Bay Times

Published Daily

STATE OF FLORIDA } ss  
COUNTY OF Hillsborough County

Before the undersigned authority personally appeared Amy Robison who on oath says that he/she is Legal Clerk of the Tampa Bay Times a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter RE: DIAMOND HILL BUDGET was published in Tampa Bay Times: 7/19/19, 7/26/19. in said newspaper in the issues of Tampa Tribune Southeast

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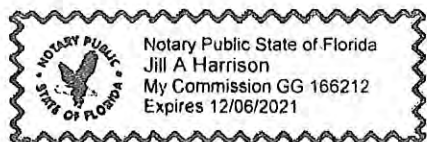
*Amy Robison*  
Signature of Affiant

Sworn to and subscribed before me this 07/26/2019.

*Jill A Harrison*  
Signature of Notary Public

Personally known ☒ or produced identification

Type of identification produced \_\_\_\_\_



## DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICTS

**NOTICE OF PUBLIC HEARING TO CONSIDER THE ADOPTION OF THE FISCAL YEAR 2019/2020 BUDGET; AND NOTICE OF PUBLIC HEARING TO CONSIDER THE IMPOSITION OF MAINTENANCE AND OPERATION SPECIAL ASSESSMENTS, ADOPTION OF AN ASSESSMENT ROLL, AND THE LEVY, COLLECTION, AND ENFORCEMENT OF THE SAME; AND NOTICE OF SPECIAL BOARD OF SUPERVISORS' MEETING.**

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**YELLOWSTONE**  
LANDSCAPE

RECEIVED

AUG 13 2019

**INVOICE**

INVOICE #	INVOICE DATE
TM 45451	8/15/2019
TERMS	PO NUMBER
Net 30	

**Bill To:**

Diamond Hill CDD  
c/o Diamond Hill CDD  
9428 Camden Field Pkwy  
Riverview, FL 33578

**Property Name:** Diamond Hill CDD

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

**Invoice Due Date:** September 14, 2019

**Invoice Amount:** \$3,479.93

Description	Current Amount
Monthly Landscape Maintenance August 2019	\$3,479.93
Total Fertilizer St Augustine \$291.00	

**Invoice Total** **\$3,479.93**

Received by Rizzetta & Co, Inc.  
M approval [Signature] Date 8/15/19  
Date entered AUG 14 2019  
nd 001 GL 53900 OC 4604  
eck # \_\_\_\_\_

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

## Tab 3

# Diamond Hill CDD

October 2019 Photo Inspection Report

*Attn: Greg Cox*

*Prepared by: Eric Carnall*



SÖLITUDE  
LAKE MANAGEMENT

Restoring Balance. Enhancing Beauty.

October 2, 2019





## **Pond 1**

Pond 1 was in rather good shape at the time of inspection. Trace amount of shoreline grass were notice and will be treated upon next visit.





## **Pond 2**

This pond was in good condition at the time of inspection. Water levels are receding all across the property.





### **Pond 3**

This pond has some grass growing in the foreground which will need to be sprayed during the next visit.





## **Pond 4**

Pond 4 showed improvement. Water levels are holding steady on this pond.





## **Pond 5**

Pond 5 needs some work, water levels receding have exposed some new shoreline grass which will need to be treated during the next visit.





## **Pond 6**

The water has noticeably drawn down in Pond 6 and some new growth has emerged on the open bank which will be addressed during the next visit.





## **Pond 7**

This pond was clean at the time of inspection with all target species being under control.





## **Pond 8**

This pond is completely dry and will need to be sprayed during this month to eliminate new growth grass.





## **Pond 9**

Pond 9 is mostly dry, the exposed areas as well as the dry basin were clean at the time of inspection.





## **Pond 10**

This pond was clean at the time of inspection with all target species being under control.





## **Pond 11**

Pond 11 was completely dry and clean at the time of inspection.





## **Pond 12**

Pond 12 was mostly clean at the time of inspection. Some Primrose growing among the beneficial plants will need to be sprayed.





## **Pond 13**

This sump was mostly dry at the time of inspection. Some emergent weeds at the east end will need to be sprayed.





## **Pond 14**

Pond 14 was in decent shape in terms of algae and submersed or floating weeds. Some landscape work around the pond would provide greater aesthetics.

## Tab 4

## **Landscape Maintenance Report**

*Diamond Hill CDD*

*Valrico, FL*

*Rizetta & Company*

*10/14/19*



---

### ***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 August
- 2 Shrub- Treatment Completed in August
- 3

#### **Irrigation Maintenance**

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

#### **Work In Progress**

- 1 Trimming the Hedges below the lights
- 2

#### **Completed**

- 1 Hog Damage on Emerald Hill Way- Naturally Recovering
- 2 Bush Hog work was done
- 3





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

<sup>2</sup> Additional spot fertilization may be applied to flowering plants to encourage flowering.

[illegible]



Chad Raymond  
Yellowstone Landscape

# DIAMOND HILL CDD UPDATE

---

Friday, October 4, 2019

Prepared For Gregory Cox- Rizzetta

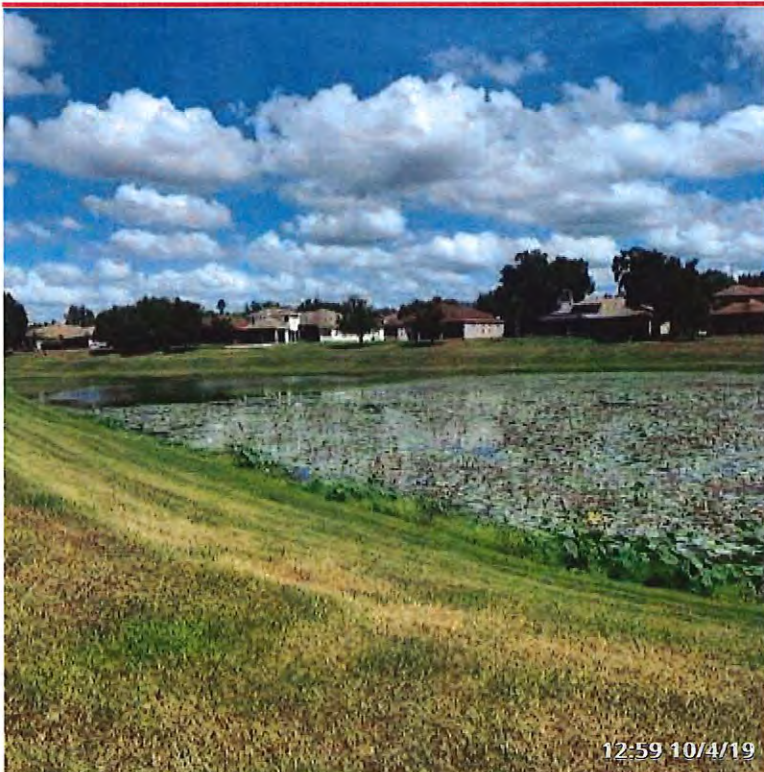
8 Items Identified





---

## BUSH HOG



---

## PONDS

Bahia is starting to shut down  
due to lack of rain





## TURF

Front turf has good color.



## SHRUBS

Have good shape

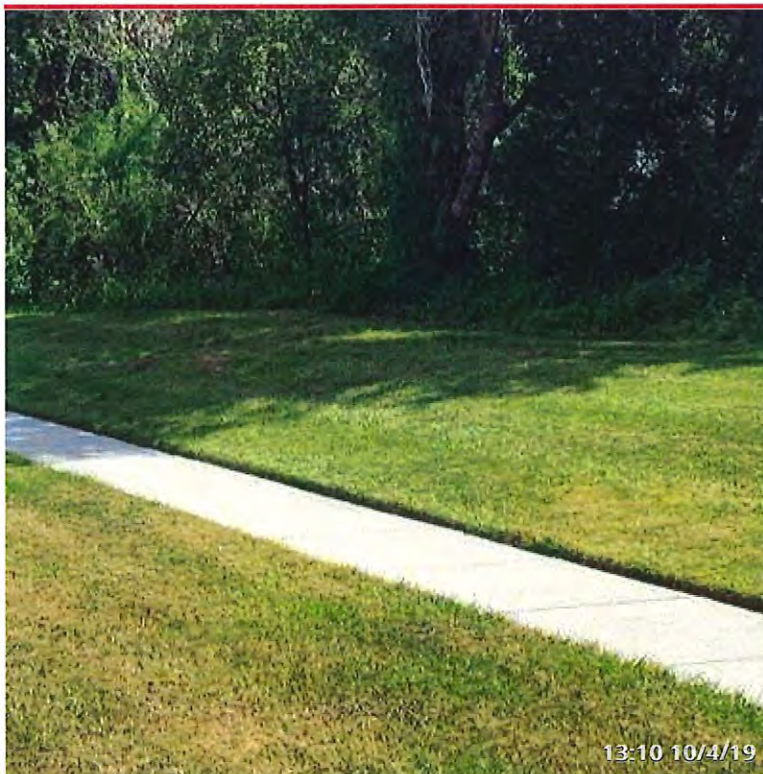




---

### **WEEDS**

Weeds are a constant battle. We have kept weeds in check.

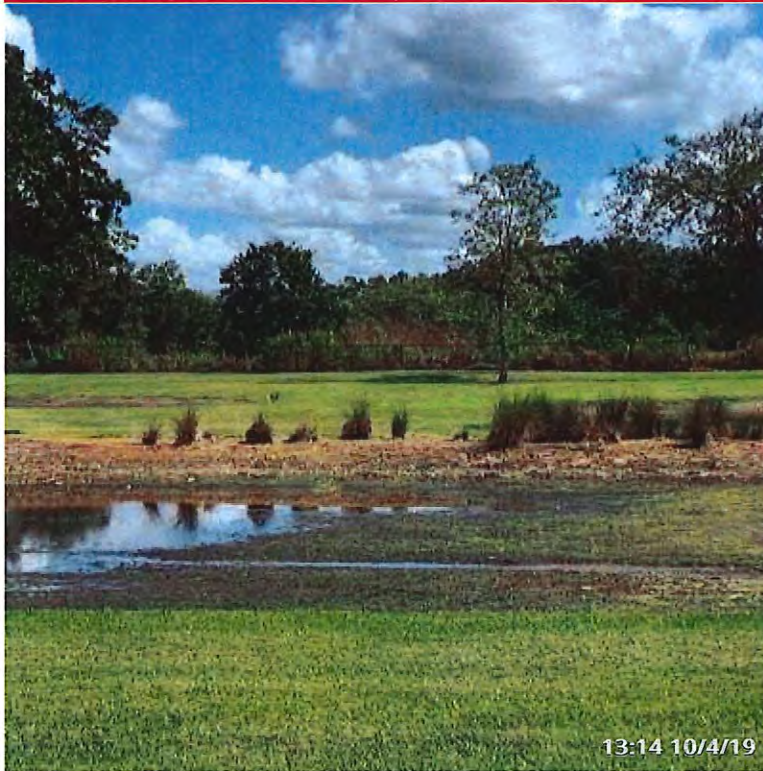


---

### **HOG DAMAGE**

Looks fine. I would recommend letting it heal naturally.





---

### ABLE TO MOW AREA BEHIND POND

In Emerald Hill Way, the area between ponds was wet most of the summer. We were able to get in there during this dry spell.



---

### PONDS



Chad Raymond  
Yellowstone Landscape

# DIAMOND HILL CDD UPDATE

---

Monday, August 5, 2019

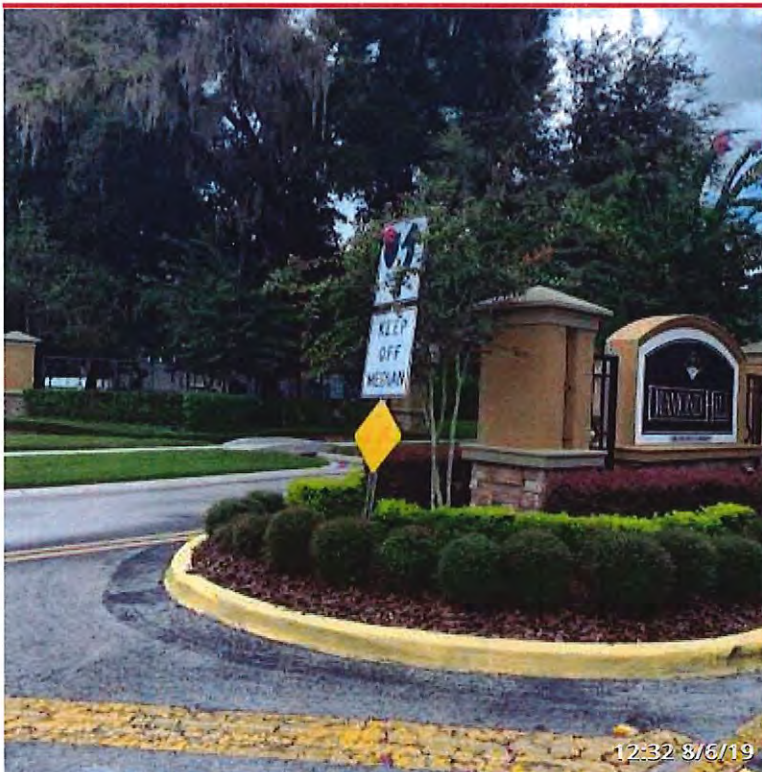
Prepared For Gregory Cox- Rizzetta

7 Items Identified





## ENTRANCE



## ENTRANCE TRIMMING

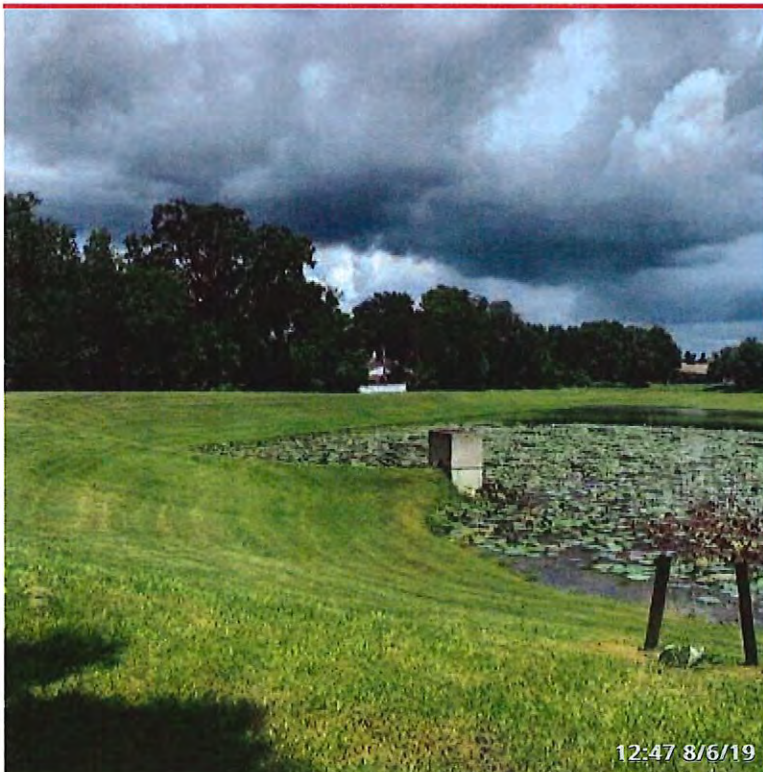
Shrubs have good shape. Looks nice



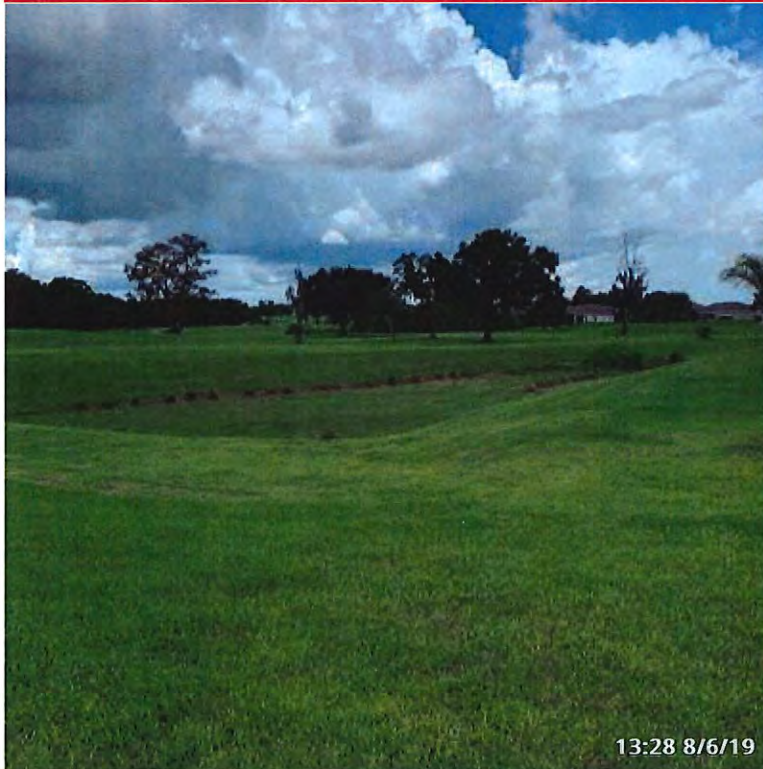


## **TURF**

Good turf color.



## **POND MOWING**



**CUTBACK GRASSES BEHIND  
1306 E. HILL WAY**



**HOG DAMAGE**  
Further down on Emerald Hill  
Way.





---

### **POND MOWING**

The area between the ponds is a little tall, as it has been too wet to get mowers on the area. Once it dries out, we will continue to mow.



**YELLOWSTONE**  
Irrigation Systems

# Irrigation Wet Check Report

Tech: Chad

Date: 9-4-19

Sheet of     

Property: Diamond Hills

W/C Total Time:     

R/B

Controller Location: West

Controller Type: R/B

Zone #	Type	Program	Runtime	Repair
1	2	3	4	
5	3	0		
A	A	A	A	
20	30	40	20	
			44	

Watering Days: 4 S M T W T F S  
PGM 1 S M T W T F S  
PGM 2 S M T W T F S  
PGM 3 S M T W T F S  
PGM 4 S M T W T F S  
PGM 5 S M T W T F S

R/B

Controller Location: East

Controller Type: R/B

Zone #	Type	Program	Runtime	Repair
1	2	3	4	5
R	R	D	R	
A	A	A	A	
40	40	40	20	40
			26	

Watering Days: 4 S M T W T F S  
PGM 1 S M T W T F S  
PGM 2 S M T W T F S  
PGM 3 S M T W T F S  
PGM 4 S M T W T F S  
PGM 5 S M T W T F S

Controller Type:     

Controller Location:     

Zone #	Type	Program	Runtime	Repair
99				

Watering Days:      S M T W T F S  
PGM      S M T W T F S  
PGM      S M T W T F S  
PGM      S M T W T F S  
PGM      S M T W T F S  
PGM      S M T W T F S

Description and location of work performed:

All metafim cut off from bush freeway

Authorized by:     

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

A: Replaced 4" Spray  
B: Replaced 6" Spray

C: Replaced 12" Spray  
D: Replaced 4" Rotor

E: Replaced 12" Rotor  
F: Replaced Nozzle

G: Straighten Head  
H: Lateral Line Repair

I: Valve Repair  
J: Valve Box

K: Maxijet  
L: Metafim Repair

## 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	10/14/2019	Update at meeting
6/10/2019	Admin	County Fence Damaged - Hog Damage	DM	County	10/14/2019	County agrees to fix but on schedule
10/7/19	Admin	TECO Power Line Area	DM	TECO	10/14/2019	Update at meeting
<b>Completed Actions</b>						



## Tab 6



## Egis Insurance & Risk Advisors

Is pleased to provide a

Proposal of Insurance Coverage for:

### Diamond Hill Community Development District

Please review the proposed insurance coverage terms and conditions carefully.

Written request to bind must be received prior to the effective date of coverage.

The brief description of coverage contained in this document is being provided as an accommodation only and is not intended to cover or describe all Coverage Agreement terms. For more complete and detailed information relating to the scope and limits of coverage, please refer directly to the Coverage Agreement documents. Specimen forms are available upon request.

## **About FIA**

Florida Insurance Alliance (“FIA”), authorized and regulated by the Florida Office of Insurance Regulation, is a non-assessable, governmental insurance Trust. FIA was created in September 2011 at a time when a large number of Special Taxing Districts were having difficulty obtaining insurance.

Primarily, this was due to financial stability concerns and a perception that these small to mid-sized Districts had a disproportionate exposure to claims. Even districts that were claims free for years could not obtain coverage. FIA was created to fill this void with the goal of providing affordable insurance coverage to Special Taxing Districts. Today, FIA proudly serves and protects more than 650 public entity members.

### **Competitive Advantage**

FIA allows qualifying Public Entities to achieve broad, tailored coverages with a cost-effective insurance program. Additional program benefits include:

- Insure-to-value property limits with no coinsurance penalties
- First dollar coverage for “alleged” public official ethics violations
- Proactive in-house claims management and loss control department
- Complimentary risk management services including on-site loss control, property schedule verification and contract reviews
- Online Risk Management Education & Training portal
- Online HR & Benefits Support portal
- HR Hotline
- Safety Partners Matching Grant Program

### **How are FIA Members Protected?**

FIA employs a conservative approach to risk management. Liability risk retained by FIA is fully funded prior to the policy term through member premiums. The remainder of the risk is transferred to reinsurers. FIA’s primary reinsurers, Lloyds of London and Hudson Insurance Company, both have AM Best A XV (Excellent) ratings and surplus of \$2Billion or greater.

In the event of catastrophic property losses due to a Named Storm (i.e., hurricane), the program bears no risk as all losses are passed on to the reinsurers. FIA purchases property reinsurance to withstand the 1,000-year storm event (probability of exceedance .1%). This level of protection is statistically 2 to 3 times safer than competitors and industry norms. FIA members’ property claims resulting from Hurricane Irma in 2017 amounted to less than 4% of the per occurrence coverage available.

### **What Are Members Responsible For?**

As a non-assessable Trust, our members are only responsible for two items:

- Annual Premiums
- Individual Member Deductibles

FIA Bylaws prohibit any assessments or other fees.

**Additional information regarding FIA and our member services can be found at [www.fia360.org](http://www.fia360.org).**



Quotation being provided for:

**Diamond Hill Community Development District  
c/o Rizzetta & Company  
12750 Citrus Park Lane, Ste 115  
Tampa, FL 33625**

**Term: October 1, 2019 to October 1, 2020**

**Quote Number: 100119611**

## **PROPERTY COVERAGE**

### **SCHEDULE OF COVERAGES AND LIMITS OF COVERAGE**

<b>COVERED PROPERTY</b>	
Total Insured Values – Blanket Building and Contents – Per Schedule on file totalling	\$300,000
Loss of Business Income	\$1,000,000
Additional Expense	\$1,000,000
<b>Inland Marine</b>	
Scheduled Inland Marine	Not Included

It is agreed to include automatically under this Insurance the interest of mortgagees and loss payees where applicable without advice.

	<b>Valuation</b>	<b>Coinsurance</b>
Property	Replacement Cost	None
Inland Marine	Actual Cash Value	None

<b>DEDUCTIBLES:</b>	\$2,500	Per Occurrence, All other Perils, Building & Contents and Extensions of Coverage.
	3 %	Total Insured Values per building, including vehicle values, for "Named Storm" at each affected location throughout Florida subject to a minimum of \$10,000 per occurrence, per Named Insured.
	Per Attached Schedule	Inland Marine

<b>Special Property Coverages</b>		
<b>Coverage</b>	<b>Deductibles</b>	<b>Limit</b>
Earth Movement	\$2,500	Included
Flood	\$2,500 *	Included
Boiler & Machinery		Included
TRIA		Included

\*Except for Zones A & V see page 8 (Terms and Conditions) excess of NFIP, whether purchased or not

**TOTAL PROPERTY PREMIUM**

**\$1,352**

### **Extensions of Coverage**

If marked with an "X" we will cover the following EXTENSIONS OF COVERAGE under this Agreement, These limits of liability do not increase any other applicable limit of liability.

<b>(X)</b>	<b>Code</b>	<b>Extension of Coverage</b>	<b>Limit of Liability</b>
X	A	Accounts Receivable	\$500,000 in any one occurrence
X	B	Animals	\$1,000 any one Animal \$5,000 Annual Aggregate in any one agreement period
X	C	Buildings Under Construction	As declared on Property Schedule, except new buildings being erected at sites other than a covered location which is limited to \$250,000 estimated final contract value any one construction project.
X	D	Debris Removal Expense	\$250,000 per insured or 25% of loss, whichever is greater
X	E	Demolition Cost, Operation of Building Laws and Increased Cost of Construction	\$500,000 in any one occurrence
X	F	Duty to Defend	\$100,000 any one occurrence
X	G	Errors and Omissions	\$250,000 in any one occurrence
X	H	Expediting Expenses	\$250,000 in any one occurrence
X	I	Fire Department Charges	\$50,000 in any one occurrence
X	J	Fungus Cleanup Expense	\$50,000 in the annual aggregate in any one occurrence
X	K	Lawns, Plants, Trees and Shrubs	\$50,000 in any one occurrence
X	L	Leasehold Interest	Included
X	M	Air Conditioning Systems	Included
X	N	New locations of current Insureds	\$1,000,000 in any one occurrence for up to 90 days, except 60 days for Dade, Broward, Palm Beach from the date such new location(s) is first purchased, rented or occupied whichever is earlier. Monroe County on prior submit basis only
X	O	Personal property of Employees	\$500,000 in any one occurrence
X	P	Pollution Cleanup Expense	\$50,000 in any one occurrence
X	Q	Professional Fees	\$50,000 in any one occurrence
X	R	Recertification of Equipment	Included
X	S	Service Interruption Coverage	\$500,000 in any one occurrence
X	T	Transit	\$1,000,000 in any one occurrence
X	U	Vehicles as Scheduled Property	Included
X	V	Preservation of Property	\$250,000 in any one occurrence
X	W	Property at Miscellaneous Unnamed Locations	\$250,000 in any one occurrence
X	X	Piers, docs and wharves as Scheduled Property	Included on a prior submit basis only

X	Y	Glass and Sanitary Fittings Extension	\$25,000 any one occurrence
X	Z	Ingress / Egress	45 Consecutive Days
X	AA	Lock and Key Replacement	\$2,500 any one occurrence
X	BB	Awnings, Gutters and Downspouts	Included
X	CC	Civil or Military Authority	45 Consecutive days and one mile
X	Section II B1	Business Income	\$1,000,000 in any one occurrence
X	Section II B2	Additional Expenses	\$1,000,000 in any one occurrence
X	FIA 120	Active Assailant(s)	\$1,000,000 in any one occurrence

## CRIME COVERAGE

<b>Description</b>	<b>Limit</b>	<b>Deductible</b>
Forgery and Alteration	Not Included	Not Included
Theft, Disappearance or Destruction	Not Included	Not Included
Computer Fraud including Funds Transfer Fraud	Not Included	Not Included
Employee Dishonesty, including faithful performance, per loss	Not Included	Not Included

## AUTOMOBILE COVERAGE

<b>COVERAGES</b>	<b>SYMBOL</b>	<b>LIMIT</b>	<b>DEDUCTIBLE</b>
LIABILITY	N/A	Not Included	Not Included
HIRED NON OWNED LIABILITY	8,9	\$1,000,000	\$0
PERSONAL INJURY PROTECTION	5	STATUTORY	\$0
AUTO MEDICAL PAYMENTS	N/A	Not Included	Not Included
UNINSURED MOTORISTS/ UNDERINSURED MOTORISTS	N/A	Not Included	Not Included
AUTO PHYSICAL DAMAGE	N/A	Not Included	Not Included

Symbol 8, 9 Hired Non-Owned Autos only



**GENERAL LIABILITY COVERAGE (Occurrence Basis)**

Bodily Injury and Property Damage Limit	\$1,000,000
Personal Injury and Advertising Injury	Included
Products & Completed Operations Aggregate Limit	Included
Employee Benefits Liability Limit, per person	\$1,000,000
Herbicide & Pesticide Aggregate Limit	\$1,000,000
Medical Payments Limit	\$5,000
Fire Damage Limit	Included
No fault Sewer Backup Limit	\$25,000/\$250,000
General Liability Deductible	\$0

**PUBLIC OFFICIALS AND EMPLOYMENT PRACTICES LIABILITY (Claims Made)**

Public Officials and Employment Practices Liability Limit	Per Claim	\$1,000,000
	Aggregate	\$2,000,000
Public Officials and Employment Practices Liability Deductible		\$0

Supplemental Payments: Pre-termination \$2,500 per employee - \$5,000 annual aggregate.  
Non-Monetary \$100,000 aggregate.

**Cyber Liability sublimit included under POL/EPLI**

Media Content Services Liability  
Network Security Liability  
Privacy Liability  
First Party Extortion Threat  
First Party Crisis Management  
First Party Business Interruption  
Limit: \$100,000 each claim/annual aggregate



## PREMIUM SUMMARY

**Diamond Hill Community Development District**  
**c/o Rizzetta & Company**  
**12750 Citrus Park Lane, Ste 115**  
**Tampa, FL 33625**

**Term: October 1, 2019 to October 1, 2020**

**Quote Number: 100119611**

### PREMIUM BREAKDOWN

Property (Including Scheduled Inland Marine)	\$1,352
Crime	Not Included
Automobile Liability	Not Included
Hired Non-Owned Auto	Included
Auto Physical Damage	Not Included
General Liability	\$2,563
Public Officials and Employment Practices Liability	\$2,306
<b>TOTAL PREMIUM DUE</b>	<b>\$6,221</b>

#### IMPORTANT NOTE

Defense Cost - Outside of Limit, Does Not Erode the Limit for General Liability, Public Officials Liability, and Employment related Practices Liability.

Deductible does not apply to defense cost. Self-Insured Retention does apply to defense cost.

Additional Notes:

(None)







## PROPERTY VALUATION AUTHORIZATION

**Diamond Hill Community Development District**  
**c/o Rizzetta & Company**  
**12750 Citrus Park Lane, Ste 115**  
**Tampa, FL 33625**

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### QUOTATIONS TERMS & CONDITIONS

1. Please review the quote carefully for coverage terms, conditions, and limits.
2. The coverage is subject to 100% minimum earned premium as of the first day of the "Coverage Period".
3. Total premium is late if not paid in full within 30 days of inception, unless otherwise stated.
4. Property designated as being within Flood Zone A or V (and any prefixes or suffixes thereof) by the Federal Emergency Management Agency (FEMA), or within a 100 Year Flood Plain as designated by the United States Army Corps of Engineers, will have a Special Flood Deductible equal to all flood insurance available for such property under the National Flood Insurance Program, whether purchased or not or 5% of the Total Insured Value at each affected location whichever the greater.
5. The Florida Insurance Alliance is a shared limit. The limits purchased are a per occurrence limit and in the event an occurrence exhaust the limit purchased by the Alliance on behalf of the members, payment to you for a covered loss will be reduced pro-rata based on the amounts of covered loss by all members affected by the occurrence. Property designated as being within.
6. Coverage is not bound until confirmation is received from a representative of Egis Insurance & Risk Advisors.

I give my authorization to bind coverage for property through the Florida Insurance Alliance as per limits and terms listed below.

<input checked="" type="checkbox"/>	Building and Content TIV	\$300,000	As per schedule attached
<input type="checkbox"/>	Inland Marine	Not Included	
<input type="checkbox"/>	Auto Physical Damage	Not Included	

Signature: James Oliver Date: 9/18/19

Name: James Oliver

Title: Chairman



Property Schedule

Schedule Items Effective As of: 10/01/2019

**Diamond Hill Community Development District**

Policy No.: 100119611

Agent: Egis Insurance Advisors LLC (Boca Raton, FL)

Unit #	Description Address		Year Built Const Type	Eff. Date Term Date	Building Value Contents Value	Total Insured Value	
	Roof Shape	Roof Pitch		Roof Covering	Covering Replaced	Roof Yr Blt	
1	Street Lights		2004	10/01/2019			
	1624 Brilliant Cut Way Valrico FL 33594			10/01/2020	\$25,000		\$25,000
Unit #	Description Address		Year Built Const Type	Eff. Date Term Date	Building Value Contents Value	Total Insured Value	
	Roof Shape	Roof Pitch		Roof Covering	Covering Replaced	Roof Yr Blt	
2	Irrigation Systems		2004	10/01/2019			
	1624 Brilliant Cut Way Valrico FL 33594			10/01/2020	\$25,000		\$25,000
Unit #	Description Address		Year Built Const Type	Eff. Date Term Date	Building Value Contents Value	Total Insured Value	
	Roof Shape	Roof Pitch		Roof Covering	Covering Replaced	Roof Yr Blt	
3	Entry Features		2004	10/01/2019			
	1624 Brilliant Cut Way Valrico FL 33594		Joisted masonry	10/01/2020	\$100,000		\$100,000
Unit #	Description Address		Year Built Const Type	Eff. Date Term Date	Building Value Contents Value	Total Insured Value	
	Roof Shape	Roof Pitch		Roof Covering	Covering Replaced	Roof Yr Blt	
4	Street Lights		2004	10/01/2019			
	1624 Brilliant Cut Way Valrico FL 33594			10/01/2020	\$25,000		\$25,000
Unit #	Description Address		Year Built Const Type	Eff. Date Term Date	Building Value Contents Value	Total Insured Value	
	Roof Shape	Roof Pitch		Roof Covering	Covering Replaced	Roof Yr Blt	
5	Irrigation Systems		2004	10/01/2019			
	1624 Brilliant Cut Way Valrico FL 33594			10/01/2020	\$25,000		\$25,000
Unit #	Description Address		Year Built Const Type	Eff. Date Term Date	Building Value Contents Value	Total Insured Value	
	Roof Shape	Roof Pitch		Roof Covering	Covering Replaced	Roof Yr Blt	
6	Perimeter Wall		2004	10/01/2019			
	1624 Brilliant Cut Way Valrico FL 33594			10/01/2020	\$100,000		\$100,000
<b>Total:</b>			Building Value \$0		Contents Value \$300,000	Insured Value \$300,000	

Sign: James Oliver

Print Name: James Oliver

Date: 9/16/19



# INVOICE

<b>Customer</b>	Diamond Hill Community Development District
<b>Acct #</b>	753
<b>Date</b>	08/29/2019
<b>Customer Service</b>	Kristina Rudez
<b>Page</b>	1 of 1

Diamond Hill Community Development District  
c/o Rizzetta & Company  
12750 Citrus Park Lane, Ste 115  
Tampa, FL 33625

Payment Information	
<b>Invoice Summary</b>	\$ 6,221.00
<b>Payment Amount</b>	
<b>Payment for:</b>	Invoice#9261
100119611	

Thank You

Please detach and return with payment



Customer: Diamond Hill Community Development District

Invoice	Effective	Transaction	Description	Amount
9261	10/01/2019	Renew policy	Policy #100119611 10/01/2019-10/01/2020 Florida Insurance Alliance Package - Renew policy Due Date: 8/29/2019	6,221.00

**Total**

\$ 6,221.00

Thank You

FOR PAYMENTS SENT OVERNIGHT:  
Egis Insurance Advisors LLC, Fifth Third Wholesale Lockbox, Lockbox #234021, 4900 W. 95th St Oaklawn, IL 60453

Remit Payment To: Egis Insurance Advisors, LLC

(321)233-9939

**Date**

Lockbox 234021 PO Box 84021  
Chicago, IL 60689-4002

sclimer@egisadvisors.com

08/29/2019



## **Tab 7**

## SECOND ADDENDUM TO THE CONTRACT FOR PROFESSIONAL DISTRICT SERVICES

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This Second Addendum to the Contract for Professional District Services (this “**Addendum**”), is made and entered into as of the 1<sup>st</sup> day of October, 2019 (the “**Effective Date**”), by and between **Diamond Hill Community Development District**, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, located in the Pasco County, Florida (the “**District**”), and **Rizzetta & Company, Inc.**, a Florida corporation (the “**Consultant**”).

### RECITALS

**WHEREAS**, the District and the Consultant entered into the Contract for Professional District Services dated October 1, 2016 (the “**Contract**”), incorporated by reference herein; and

**WHEREAS**, the District and the Consultant desire to amend **Exhibit B** - Schedule of Fees of the Fees and Expenses, section of the Contract as further described in this Addendum; and

**WHEREAS**, the District and the Consultant each has the authority to execute this Addendum and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this Addendum so that this Addendum constitutes a legal and binding obligation of each party hereto.

**NOW, THEREFORE**, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which is hereby acknowledged, the District and the Consultant agree to the changes to amend **Exhibit B** - Schedule of Fees attached.

The amended **Exhibit B** - Schedule of Fees are hereby ratified and confirmed. All other terms and conditions of the Contract remain in full force and effect.

**IN WITNESS WHEREOF** the undersigned have executed this Addendum as of the Effective Date.

*(Remainder of this page is left blank intentionally)*

Therefore, the Consultant and the District each intend to enter this Addendum, understand the terms set forth herein, and hereby agree to those terms.

**ACCEPTED BY:**

**RIZZETTA & COMPANY, INC.**

BY: \_\_\_\_\_

PRINTED NAME: William J. Rizzetta

TITLE: President

DATE: \_\_\_\_\_

WITNESS: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

**DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT**

BY: \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_

TITLE: Chairman/Vice Chairman

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Vice Chairman/Assistant Secretary  
Board of Supervisors

\_\_\_\_\_  
Print Name

**Exhibit B – Schedule of Fees**



**EXHIBIT B**  
Schedule of Fees

**STANDARD ON-GOING SERVICES:**

Standard On-Going Services will be billed in advance monthly pursuant to the following schedule:

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	<b>ANNUALLY</b>
Management:	\$18,565.00
Administrative:	\$ 4,500.00
Accounting:	\$17,000.00
Financial & Revenue Collections:	\$ 5,000.00
Assessment Roll (1):	\$ 5,000.00
<b>Total Standard On-Going Services:</b>	<b>\$50,065.00</b>

**(1) Assessment Roll is paid in one lump-sum payment at the time the roll is completed.**

**ADDITIONAL SERVICES:**

Extended and Continued Meetings	Hourly	\$ 175
Special/Additional Meetings	Per Occurrence	Upon Request
Modifications and Certifications to		
Special Assessment Allocation Report	Per Occurrence	Upon Request
True-Up Analysis/Report	Per Occurrence	Upon Request
Re-Financing Analysis	Per Occurrence	Upon Request
Bond Validation Testimony	Per Occurrence	Upon Request
Special Assessment Allocation Report	Per Occurrence	Upon Request
Bond Issue Certifications/Closing Documents	Per Occurrence	Upon Request
Electronic communications/E-blasts	Per Occurrence	Upon Request
Special Information Requests	Hourly	Upon Request
Amendment to District Boundary	Hourly	Upon Request
Grant Applications	Hourly	Upon Request
Escrow Agent	Hourly	Upon Request
Continuing Disclosure/Representative/Agent	Annually	Upon Request
Community Mailings	Per Occurrence	Upon Request
Response to Extensive Public		
Records Requests	Hourly	Upon Request

**PUBLIC RECORDS REQUESTS FEES:**

Public Records Requests will be billed hourly to the District pursuant to the current hourly rates shown below:

<b>JOB TITLE:</b>	<b>HOURLY RATE:</b>
Senior Manager	\$ 52.00
District Manager	\$ 40.00
Accounting & Finance Staff	\$ 28.00
Administrative Support Staff	\$ 21.00

<b>LITIGATION SUPPORT SERVICES:</b>	Hourly	Upon Request
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**ADDITIONAL THIRD-PARTY SERVICES:**

Pre-Payment Collections/Estoppel/Lien Releases:		
Lot/ Homeowner	Per Occurrence	Upon Request
Bulk Parcel(s)	Per Occurrence	Upon Request