



Rizzetta & Company

# **Diamond Hill Community Development District**

---

**Board of Supervisors' Meeting  
June 14, 2021**

**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>	Ferdinand Ramos	Chairman
	James Oliver	Vice Chairman
	Linda Dunn	Assistant Secretary
	Douglas Taggerty	Assistant Secretary
	Ed Craig	Assistant Secretary
<b>District Manager</b>	Taylor Nielsen	Rizzetta & Company, Inc.
<b>District Attorney</b>	John Vericker	Straley Robin Vericker
<b>District Engineer</b>	Stephen Brletic	Johnson, Mirmiran & Thompson

**All cellular phones and pagers must be turned off while in the meeting room.**

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at 813-933-5571. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

**DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT**  
**DISTRICT OFFICE · 9428 CAMDEN FIELDN PARKWAY, RIVERVIEW, FL 33578**  
**www.diamondhillcdd.org**

---

June 7, 2021

**Board of Supervisors**  
**Diamond Hill Community**  
**Development District**

**FINAL AGENDA**

Dear Board Members:

The regular meeting of the Board of Supervisors of the Diamond Hill Community Development District will be held on **Monday, June 14, 2021 at 4:00 p.m.** at the office of Rizzetta & Company, Inc., located at 9428 Camden Field Parkway, Riverview, Florida 33578. The following is the 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 April 12, 2021 ..... Tab 1
  - B.** Consideration of Operation & Maintenance  
Expenditures for March & April 2021..... Tab 2
- 4. STAFF REPORTS**
  - A.** Aquatic Maintenance Update ..... Tab 3
  - B.** Landscape and Irrigation Maintenance Update ..... Tab 4
    1. Consideration of Field Service Proposals..... USC
  - C.** District Counsel Update
  - D.** District Engineer Update
  - E.** District Manager Update
    1. Update of District Financials..... Tab 5
- 5. BUSINESS ITEMS**
  - A.** Acceptance of FY 19-20 Audit.....Tab 6
- 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,  
*Taylor Nielsen*  
Taylor Nielsen  
District Manager

cc: Ferdinand Ramos, Chairman  
John Vericker, District Counsel

**MINUTES OF MEETING**

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

**DIAMOND HILL  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Diamond Hill Community Development District was held on **Monday, April 12, 2021 at 4:00 p.m.** at the office of Rizzetta & Company, Inc., located at 9428 Camden Field Parkway, Riverview FL, 33578. The following is the agenda for this meeting:

Present and constituting a quorum:

Ferdinand Ramos	<b>Board Supervisor, Chairman</b>
James Oliver	<b>Board Supervisor, Vice Chairman</b>
Linda Dunn	<b>Board Supervisor, Assistant Secretary</b>
Douglas Taggerty	<b>Board Supervisor, Assistant Secretary</b>
Edward Craig Jr.	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Taylor Nielsen	<b>District Manager, Rizzetta &amp; Co., Inc.</b>
John Vericker	<b>District Counsel, Straley Robin Vericker (via phone)</b>
Chad Raymond	<b>Representative, Yellowstone Landscaping</b>
Eddie Huerta	<b>Representative, Yellowstone Landscaping</b>
Audience	<b>None Present</b>

**FIRST ORDER OF BUSINESS**

**Call to Order**

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

**SECOND ORDER OF BUSINESS**

**Consideration of Minutes of the  
Board of Supervisors' Regular  
Meeting held on February 8, 2021**

Mr. Nielsen presented the minutes of the Board of Supervisors' regular meeting held on February 8, 2021.

On a Motion by Ms. Dunn, seconded by Mr. Ramos, with all in favor, the Board of Supervisors approved the minutes, of the Board of Supervisors' meeting held on February 8, 2021 as presented, for the Diamond Hill Community Development District.

**THIRD ORDER OF BUSINESS**

**Consideration of Operation &  
Maintenance Expenditures for  
January & February 2021**

Mr. Nielsen presented the Operation & Maintenance Expenditures for January & February 2021.

On a Motion by Mr. Ramos, seconded by Mr. Oliver, with all in favor, the Board of Supervisors approved the Operation & Maintenance Expenditures report for January 2021 (\$12,516.27) and for February 2021 (\$14,074.26), for the Diamond Hill Community Development District.

**FOURTH ORDER OF BUSINESS**

**Staff Reports**

**A. Aquatic Maintenance Report**

Mr. Jaszczak was not present. No Report.

**1. Consideration of Aquatics Pond Restoration Assessment**

Mr. Nielsen presented the Aquatics Pond Restoration Assessment. The Board took no action on this proposal.

**B. Landscape & Irrigation Maintenance Report**

Mr. Raymond presented the landscape report. The Board requested a proposal to replace the dying Pine Trees with standard Crape Myrtles.

i. Consideration of Landscape Proposals

Mr. Nielsen presented the Landscape Proposals with the Board. There were no questions or comments from the Board.

**C. District Counsel**

Present via phone. No report.

On a Motion by Ms. Dunn, seconded by Mr. Taggerty, with all in favor, the Board of Supervisors approved the E-Verify MOU, and authorized the District Manager to enroll the District, for the Diamond Hill Community Development District.

**D. District Engineer**

Not Present. No Report.

**E. District Manager**

Mr. Nielsen indicated that the next regular meeting has been scheduled for June 14, 2021, at 4:00 p.m.

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

On a Motion by Mr. Taggerty, seconded by Mr. Craig, with all in favor, the Board of Supervisors approved a NTE amount of \$600.00, to repair the broken column at the front entrance, for the Diamond Hill Community Development District.

On a Motion by Ms. Oliver, seconded by Mr. Taggerty, with all in favor, the Board of Supervisors approved a NTE amount of \$2000.00 to pressure wash the entry monuments at the East and West gates, for the Diamond Hill Community Development District.

The Board requested repair of lighting at the East Gate Entrance on the entry monuments.

**FIFTH ORDER OF BUSINESS**

**Select an Audit Committee and Setting the  
First Audit Committee Meeting**

The Board selected James Oliver, Douglas Taggerty, Ferdinand Ramos, Linda Dunn, and Ed Craig to serve as the Audit Committee; and set the first meeting for June 14, 2021 at 4:00 pm.

**SIXTH ORDER OF BUSINESS**

**Presentation of Proposed Budget for Fiscal  
Year 2021/2022**

Mr. Nielsen presented the Proposed Budget for Fiscal Year 2021/2022 to the Board. He asked the Board if they had any comments or questions. The Board had none.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-02,  
Approving Proposed Budget & Setting  
Public Hearing**

Mr. Nielsen presented Resolution 2021-02, Approving Proposed Budget & Setting Public Hearing to the Board. The Board had no questions or concerns.

On a Motion by Mr. Taggerty, seconded by Ms. Dunn, with all in favor, the Board of Supervisors adopted Resolution 2021-02, Approving the Proposed Budget & Setting Public Hearing for August 9, 2021, for the Diamond Hill Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Supervisor Requests**

Mr. Nielsen opened the room to any supervisor requests. The Board requested the District Manager look into the possibility of adding further fencing at the northwest corner of the property by the conservation.

**NINTH ORDER OF BUSINESS**

**Adjournment**

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

**DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT**  
**April 12, 2021– Minutes of Meeting**  
**Page 5**

---

On a Motion by Ms. Dunn, seconded by Mr. Taggerty, with all in favor, the Board of Supervisors adjourned the meeting at 4:55 p.m. for the Diamond Hill Community Development District.

149  
150  
151  
152

---

Secretary/Assistant Secretary

---

Chairman/Vice Chairman

DRAFT

# DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT

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

## **Operation and Maintenance Expenditures March 2021 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from March 1, 2021 through March 31, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$11,971.03**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

## Diamond Hill Community Development District

### Paid Operation & Maintenance Expenditures

March 1, 2021 Through March 31, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Johnson, Mirmiran & Thompson Inc	003156	26-170288	Professional Services 12/27/20-01/23/21	\$ 1,430.00
Rizzetta & Company, Inc.	003157	INV0000057016	District Management Fees 03/21	\$ 3,755.42
Rizzetta Technology Services, LLC	003158	INV0000006939	Website Hosting Services 03/21	\$ 100.00
Solitude Lake Management LLC	003161	PI-A00563757	Lake and Pond Services 03/21	\$ 721.00
Straley Robin Vericker	003159	19447	Professional Services Billed Though 02/15/21	\$ 1,129.45
Straley Robin Vericker	003162	19579	Professional Services Billed Though 02/21	\$ 120.00
TECO	003160	211010801895 02/21	12929 Sydney Road #A 02/21	\$ 64.07
Yellowstone Landscape, Inc.	003163	TM 198416	Landscape Maintenance 03/21	\$ 3,549.68
Yellowstone Landscape, Inc.	003163	TM 204124	Landscape Maintenance 03/21	<u>\$ 1,101.41</u>
<b>Report Total</b>				<b><u>\$ 11,971.03</u></b>

# DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT

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

## **Operation and Maintenance Expenditures April 2021 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from April 1, 2021 through April 30, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$14,685.66**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

## Diamond Hill Community Development District

### Paid Operation & Maintenance Expenditures

April 1, 2021 Through April 30, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Douglas Taggerty	003174	DT041221	Board of Supervisors Meeting 04/12/21	\$ 200.00
Ferdinand Ramos	003173	FR041221	Board of Supervisors Meeting 04/12/21	\$ 200.00
Innersync Studio, Ltd	003164	19317	Onboarding of ADA Compliant Website 04/21	\$ 384.38
James A. Oliver	003172	JO041221	Board of Supervisors Meeting 04/12/21	\$ 200.00
Johnson, Mirmiran & Thompson Inc	003165	27-170814	Engineering Services 02/21	\$ 923.00
Lamar Wilson Pump Sales & Service	003175	2149	Irrigations Repairs 03/21	\$ 3,765.00
Linda L. Dunn	003171	LD041221	Board of Supervisors Meeting 04/12/21	\$ 200.00
Rizzetta & Company, Inc.	003166	INV0000057634	District Management Fees 04/21	\$ 3,755.42
Rizzetta Technology Services, LLC	003167	INV0000007423	Website Hosting Services 04/21	\$ 100.00
Solitude Lake Management LLC	003176	PI-A00580269	Lake and Pond Services 04/21	\$ 721.00
TECO	003169	211010801895 03/21	12929 Sydney Road #A 03/21	\$ 63.20
Thurman E Craig Jr	003170	EC041221	Board of Supervisors Meeting 04/12/21	\$ 200.00
Yellowstone Landscape, Inc.	003168	TM 206032	Pine Tree And Stump Removal 03/21	\$ 417.48

## Diamond Hill Community Development District

### Paid Operation & Maintenance Expenditures

April 1, 2021 Through April 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Yellowstone Landscape, Inc.	003177	TM 206322	Landscape Maintenance 04/21	<u>\$ 3,556.18</u>
<b>Report Total</b>				<b><u>\$ 14,685.66</u></b>