



Rizzetta & Company

Diamond Hill Community Development District

**Board of Supervisors' Meeting
February 14, 2022**

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

www.diamondhillcdd.org

DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT AGENDA

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

District Board of Supervisors	Ferdinand Ramos	Chairman
	James Oliver	Vice Chairman
	Linda Dunn	Assistant Secretary
	Douglas Taggerty	Assistant Secretary
	Ed Craig	Assistant Secretary
District Manager	Christina Newsome Rizzetta & Company, Inc.	
District Attorney	John Vericker	Straley Robin Vericker
District Engineer	Stephen Brletic	Johnson, Mirmiran & Thompson

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

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

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

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

DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY, RIVERVIEW, FL 33578
MAILING OFFICE · 3434 COLWELL AVE STE 200· TAMPA, FL 33614
www.diamondhillcdd.org

February 7, 2022

Board of Supervisors
Diamond Hill Community
Development District

REVISED AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Diamond Hill Community Development District will be held on **Monday, February 14, 2021 at 2:00 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 December 13, 2021 Tab 1
 - B.** Consideration of Operation & Maintenance
Expenditures for November & December 2021 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
 1. Consideration of Stormwater Maintenance
Proposal.....Tab 5
 - E.** District Manager Update
 1. Review of District Manager ReportTab 6
 2. Update of District Financials..... Tab 7
- 5. BUSINESS ITEMS**
 - A.** Review of Waste Management Inspection Report
- 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,
Christina Newsome
Christina Newsome
District Manager

cc: Ferdinand Ramos, Chairman
John Vericker, District Counsel

MINUTES OF MEETING

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

**DIAMOND HILL
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Diamond Hill Community Development District was held on **Monday, December 13, 2021 at 2:00 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	Board Supervisor, Chairman
James Oliver	Board Supervisor, Vice Chairman
Linda Dunn	Board Supervisor, Assistant Secretary
Douglas Taggerty	Board Supervisor, Assistant Secretary
Ed Craig	Board Supervisor, Assistant Secretary

Also present were:

Taylor Nielsen	District Manager, Rizzetta & Co., Inc.
Christina Newsome	District Manager, Rizzetta & Co., Inc.
Stephen Brlectic	District Engineer, JMT (phone)

Audience

FIRST ORDER OF BUSINESS

Call to Order

Ms. Newsome called the meeting to order and read the roll call.

SECOND ORDER OF BUSINESS

Audience	Comments	on	Agenda
Items			

There were no audience comments.

THIRD ORDER OF BUSINESS

**Consideration of Minutes of the
Board of Supervisors' Regular
Meeting held on October 11, 2021**

Ms. Newsome presented the minutes of the Board of Supervisors' regular meeting held on October 11, 2021.

On a Motion by Mr. Taggerty, seconded by Mr. Ramos, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on October 11, 2021 as presented, for the Diamond Hill Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of Operation &
Maintenance Expenditures for
September & October 2021**

Ms. Newsome presented the Operation & Maintenance Expenditures for September 2021 & October 2021.

On a Motion by Ms. Dunn, seconded by Mr. Oliver, with all in favor, the Board of Supervisors approved the Operation & Maintenance Expenditures report for September 2021 (\$29,945.65) and October 2021 (\$17,370.37), for the Diamond Hill Community Development District.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Aquatic Maintenance Report

Ms. Newsome presented the Aquatics report.

The proposal was presented for the aquatics planting. The Board decided to table due to dry season.

B. Landscape & Irrigation Maintenance Report

Ms. Newsome presented the Landscape Report.

The Board requested proposals for anti grubicide (two times a year for March and October) and for hog damage on CDD property.

C. District Counsel

Not present. No report.

D. District Engineer

Mr. Brletic presented his report via phone.

He advised the Board the SWFMD letter for stormwater inspection received to be complete mid-January.

E. District Manager

Ms. Newsome indicated that the next regular meeting has been scheduled for February 14, 2022 at 2:00 p.m.

1. Review of District Manager Report

Ms. Newsome presented his District Manager Report to the Board.

2. Update of District Financials

Ms. Newsome updated the District Financials.

3. Review of Additional Insurance Options.

Ms. Newsome reviewed the additional options with the Board.

Ms. Newsome advised USI and Brown and Brown cannot take on the District at this time.

SIXTH ORDER OF BUSINESS

**Consideration of RTS Contractual
Assignment Agreement**

Ms. Newsome presented the RTS Contractual Assignment Agreement to the Board.

On a Motion by Mr. Ramos, seconded by Ms. Dunn, with all in favor, the Board of Supervisors approved the RTS Contractual Assignment Agreement, for the Diamond Hill Community Development District.

SEVENTH ORDER OF BUSINESS

**Resolution 2022-01, Re-Designating
Assistant Secretary**

Ms. Newsome presented Resolution 2022-01 Re-Designating Assistant Secretary to the Board.

On a Motion by Mr. Taggerty, seconded by Ms. Dunn, with all in favor, the Board of Supervisors ratified Resolution 2022-01, Re-Designating Assistant Secretary, for the Diamond Hill Community Development District.

EIGHTH ORDER OF BUSINESS

Discussion on Hog Control

Ms. Newsome opened a discussion regarding hog control with the Board. She advised the issue is being discussed by the HOA.

NINTH ORDER OF BUSINESS

**Consideration of Emerald Hill
Easement Re-grading Proposal**

Ms. Newsome presented the Consideration of Emerald Hill Easement Re-grading Proposal. The Board decided to table the proposal until the resident is ready.

TENTH ORDER OF BUSINESS

Supervisor Requests

Ms. Newsome opened the room to any supervisor requests.

Board Supervisor Ed Craig inquired about reimbursement for lights.

Board Supervisor Linda Dunn advised there was no grass on Facet View Way.

ELEVENTH ORDER OF BUSINESS

Adjournment

Ms. Newsome 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 Ms. Dunn, seconded by Mr. Taggerty, with all in favor, the Board of Supervisors adjourned the meeting at 2:57 p.m, or the Diamond Hill Community Development District.

Secretary/Assistant Secretary

Chairman/Vice Chairman

DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT

District Office · Tampa, Florida · (904) 436-6270

Mailing Address · 3434 Colwell Avenue, Suite 200 · Tampa, Florida 33614

Operation and Maintenance Expenditures November 2021 For Board Approval

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

The total items being presented: **\$16,939.02**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Diamond Hill Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2021 Through November 30, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Anthony's Tampa Bay Pressure Washing, LLC	003255	1149	Holiday Decorations 11/21	\$ 1,350.00
Department of Economic Opportunity	003249	84842	Special District Fee FY 21/22	\$ 175.00
Rizzetta & Company, Inc.	003250	INV0000062578	District Management Fees 11/21	\$ 3,830.50
Rizzetta Technology Services, LLC	003251	INV0000008198	Website Hosting Services 11/21	\$ 100.00
Solitude Lake Management LLC	003256	PI-A00706510	Lake and Pond Services 11/21	\$ 721.00
Straley Robin Vericker	003257	20584	Professional Services Billed Though 10/21	\$ 762.50
TECO	003254	211010801895 10/21	12929 Sydney Road #A 10/21	\$ 64.84
Times Publishing Company	003252	0000189405 10/17/21	Acct #107822 Legal Advertising 10/21	\$ 508.00
Yellowstone Landscape, Inc.	003253	TM 283106	Oak Tree Removal 10/21	\$ 3,300.00
Yellowstone Landscape, Inc.	003253	TM 283107	Depression Fill In Gem Luster 10/21	\$ 500.00
Yellowstone Landscape, Inc.	003253	TM 283108	Mulch Installation 10/21	\$ 1,780.00

Diamond Hill Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2021 Through November 30, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Yellowstone Landscape, Inc.	003258	TM 291618	Landscape Maintenance 11/21	\$ 3,847.18
Report Total				\$ 16,939.02

DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT

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Operation and Maintenance Expenditures December 2021 For Board Approval

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

The total items being presented: **\$11,010.59**

Approval of Expenditures:

_____Chairperson

_____Vice Chairperson

_____Assistant Secretary

Diamond Hill Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2021 Through December 31, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Diamond Hill Master Association	003259	120121-HOA	Holiday Lighting Reimbursement 12/21	\$ 1,350.00
Douglas Taggerty	003270	DT121321	Board of Supervisors Meeting 12/13/21	\$ 200.00
Ferdinand Ramos	003269	FR121321	Board of Supervisors Meeting 12/13/21	\$ 200.00
James A. Oliver	003268	JO121321	Board of Supervisors Meeting 12/13/21	\$ 200.00
Linda L. Dunn	003267	LD121321	Board of Supervisors Meeting 12/13/21	\$ 200.00
Rizzetta & Company, Inc.	003260	INV0000063160	District Management Fees 12/21	\$ 3,830.50
Rizzetta Technology Services, LLC	003261	INV0000008289	Website Hosting Services 12/21	\$ 100.00
Solitude Lake Management LLC	003264	PI-A00724870	Lake and Pond Services 12/21	\$ 721.00
Straley Robin Vericker	003262	20676	Professional Services Billed Though 11/21	\$ 183.00
TECO	003263	211010801895 11/21	12929 Sydney Road #A 11/21	\$ 64.41

Diamond Hill Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2021 Through December 31, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Thurman E Craig Jr	003266	EC121321	Board of Supervisors Meeting 12/13/21	\$ 200.00
Yellowstone Landscape, Inc.	003265	TM 294507	Landscape Maintenance 12/21	<u>\$ 3,761.68</u>
Report Total				<u>\$ 11,010.59</u>