



Rizzetta & Company

Diamond Hill Community Development District

**Board of Supervisors' Meeting
April 11, 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

April 11, 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, April 11, 2022, 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 on February 14, 2022, Tab 1
 - B.** Consideration of Operation & Maintenance Expenditures for January and February 2022, Tab 2
- 4. STAFF REPORTS**
 - A.** Aquatic Maintenance Update Tab 3
 - B.** Landscape and Irrigation Maintenance Update
 - C.** District Counsel Update
 - D.** District Engineer Update
 1. Stormwater Needs Analysis Tab 4
 2. Presentation of Increase in Labor Rates Tab 5
 - E.** District Manager Update
 1. Review of District Manager Report..... Tab 6
 2. Update to District Financials..... Tab 7
- 5. BUSINESS ITEMS**
 - A.** Presentation of Fiscal Year 2022/2023 Proposed Budget
 1. Consideration of Resolution 2022-02, Approving Fiscal Year 2022/2023 Proposed Budget and Setting the Public Hearing on the Final Budget..... Tab 8
 - B.** Solitude Price Increase.....Tab 9
- 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

Tab 1

MINUTES OF MEETING

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

**DIAMOND HILL
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Diamond Hill Community Development District was held on **Monday, February 14, 2022 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:

Christina Newsome	District Manager, Rizzetta & Co., Inc.
John Vericker	District Counsel, Straley, Robin & Vericker (by phone)
Josh Olivia	Yellowstone Landscaping (by phone)
Bryan Schuab	Field Service Manager, Rizzetta & Co., Inc.

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**

The Board was informed that the HOA is requesting permission to put up bat houses in the community, the Board requested further information before deciding.

THIRD ORDER OF BUSINESS

**Consideration of Minutes of the
Board of Supervisors' Regular
Meeting held on December 13, 2021**

Ms. Newsome presented the minutes of the Board of Supervisors' regular meeting held on December 13, 2021.

On a Motion by Mr. Ramos, seconded by Mr. Taggerty, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on December 13, 2021 as presented, for the Diamond Hill Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of Operation &
Maintenance Expenditures for
November & December 2021**

Ms. Newsome presented the Operation & Maintenance Expenditures for November 2021 & December 2021.

The Board requested the November 2021 O&M Expenditures be revised.

On a Motion by Mr. Taggerty, seconded by Mr. Oliver, with all in favor, the Board of Supervisors approved the Operation & Maintenance Expenditures report for December 2021 (\$11,010.59), for the Diamond Hill Community Development District.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Aquatic Maintenance Report

Ms. Newsome presented the Aquatics report. There were no comments or questions from the Board.

B. Landscape & Irrigation Maintenance Report

Mr. Schuab presented the Landscape Report.

The Board requested that the place where marker was broken, be capped off and secured.

C. District Counsel

No report.

D. District Engineer

Not present. No report.

The Board requested the District Engineer be present at the next meeting to review and explain the Storm Water Maintenance proposal.

E. District Manager

Ms. Newsome indicated that the next regular meeting has been scheduled for April 11, 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.

SIXTH ORDER OF BUSINESS

Supervisor Requests

Ms. Newsome opened the room to any supervisor requests.

The Board requested Solitude be present at the next meeting.

SEVENTH 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 Mr. Ramos, seconded by Mr. Oliver, with all in favor, the Board of Supervisors adjourned the meeting at 2:50 p.m, or the Diamond Hill Community Development District.

Secretary/Assistant Secretary

Chairman/Vice Chairman

Tab 2

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 January 2022 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from January 1, 2022 through January 31, 2022. This does not include expenditures previously approved by the Board.

The total items being presented: **\$12,876.02**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Diamond Hill Community Development District

Paid Operation & Maintenance Expenditures

January 1, 2022 Through January 31, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Action Security, Inc.	003271	18758	Fence Repair 09/21	\$ 3,500.00
Innersync Studio, Ltd	003272	20041	Onboarding of ADA Compliant Website 01/22	\$ 384.38
Rizzetta & Company, Inc.	003273	INV0000064604	District Management Fees 01/22	\$ 4,630.50
Solitude Lake Management LLC	003276	PI-A00740743	Lake and Pond Services 01/22	\$ 721.00
Straley Robin Vericker	003274	20799	Professional Services Billed Though 12/21	\$ 305.00
TECO	003275	211010801895 12/21	12929 Sydney Road #A 12/21	\$ 76.46
Yellowstone Landscape, Inc.	003277	TM 309071	Landscape Maintenance 01/22	\$ <u>3,258.68</u>
Report Total				<u>\$ 12,876.02</u>

Tab 2A

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 February 2022 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from February 1, 2022 through February 28, 2022. This does not include expenditures previously approved by the Board.

The total items being presented: **\$10,332.06**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Diamond Hill Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2022 Through February 28, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Douglas Taggerty	003290	DT021422	Board of Supervisors Meeting 02/14/22	\$ 200.00
Ferdinand Ramos	003288	FR021422	Board of Supervisors Meeting 02/14/22	\$ 200.00
Glenn Hoppen	003281	021622	Replacement Of Receptacle Parts 02/22	\$ 38.66
James A. Oliver	003286	JO021422	Board of Supervisors Meeting 02/14/22	\$ 200.00
Johnson, Mirmiran & Thompson Inc	003278	33-185892	Engineering Services 12/21	\$ 371.80
Johnson, Mirmiran & Thompson Inc	003287	34-187231	Engineering Services 01/22	\$ 845.00
Linda L. Dunn	003285	LD021422	Board of Supervisors Meeting 02/14/22	\$ 200.00
Rizzetta & Company, Inc.	003279	INV0000065443	District Management Fees 02/22	\$ 3,930.50
Solitude Lake Management LLC	003289	PI-A00755165	Lake and Pond Services 02/22	\$ 721.00
Straley Robin Vericker	003280	20938	Professional Services Billed Though 01/22	\$ 91.50
TECO	003282	211010801895 01/22	12929 Sydney Road #A 01/22	\$ 74.92
Thurman E Craig Jr	003284	EC021422	Board of Supervisors Meeting 02/14/22	\$ 200.00
Yellowstone Landscape, Inc.	003291	TM 326018	Landscape Maintenance 02/22	\$ <u>3,258.68</u>
Report Total				\$ <u>10,332.06</u>

Tab 3

SOLITUDE

LAKE MANAGEMENT



Diamond Hill CDD Waterway Inspection Report

Reason for Inspection: Scheduled-recurring

Inspection Date: 2022-04-01

Prepared for:

District Manager
Rizzetta and Company
12750 Citrus Park Lane, Suite #115
Tampa, Florida 33625

Prepared by:

Peter Simoes, Account Representative/Biologist

Sun City Field Office
SOLITUDELAKEMANAGEMENT.COM
888.480.LAKE (5253)

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Site: 1**Comments:**

Treatment in progress

Low water levels. Minor terrestrial weeds developing along exposed bank to be treated during our routine visits.

Action Required:

Routine maintenance next visit

Target:

Species non-specific

**Site: 2****Comments:**

Treatment in progress

Herbaceous weeds along exposed banks treated during last month's visit. Positive results expected within 10-14 days following treatment.

Action Required:

Routine maintenance next visit

Target:

Species non-specific

**Site: 3****Comments:**

Treatment in progress

New growth of terrestrial weeds along exposed banks treated during our recent maintenance visit.

Action Required:

Routine maintenance next visit

Target:

Species non-specific



Site: 4**Comments:**

Treatment in progress

Minimal shoreline weeds present. Planting native vegetation along perimeter is recommended to reduce shoreline erosion and improve nutrient filtration.

Action Required:

Routine maintenance next visit

Target:

Shoreline weeds

**Site: 5****Comments:**

Site looks good

Shorelines and open water looked good. Clear of algae and shoreline weeds.

Action Required:

Routine maintenance next visit

Target:

Species non-specific

**Site: 6****Comments:**

Treatment in progress

Minor new growth of terrestrial weeds on exposed banks. Clear of algae at photo station.

Action Required:

Routine maintenance next visit

Target:

Species non-specific



Site: 7**Comments:**

Site looks good

Continues to look good following our scheduled maintenance visits.

Action Required:

Routine maintenance next visit

Target:

Species non-specific

**Site: 8****Comments:**

Treatment in progress

Dry during inspection. Evidence of chemical treatment noted following last month's visit targeting invasive herbaceous weeds.

Action Required:

Routine maintenance next visit

Target:

Species non-specific

**Site: 9****Comments:**

Moderate terrestrial weeds present, which were treated during our recent maintenance visit. Water levels increased from last inspection.

Action Required:

Routine maintenance next visit

Target:

Species non-specific



Site: 10**Comments:**

Site looks good

Dry during inspection. Evidence of chemical treatment noted throughout site following March's treatments.

Action Required:

Routine maintenance next visit

Target:

Species non-specific

**Site: 11****Comments:**

Treatment in progress

Dry during inspection. Evidence of treatment noted throughout site targeting herbaceous weeds.

Action Required:

Routine maintenance next visit

Target:

Species non-specific

**Site: 12****Comments:**

Site looks good

Native vegetation rebounded from recent cold weather. Torpedograss to be selectively treated to avoid collateral damage to the desirable vegetation.

Action Required:

Routine maintenance next visit

Target:

Species non-specific



Site: 13**Comments:**

Treatment in progress

Evidence of treatment noted targeting herbaceous weeds throughout site. Water levels increased from last inspection.

Action Required:

Routine maintenance next visit

Target:

Species non-specific

**Site: 14****Comments:**

Treatment in progress

Improved. Coverage of tall invasive weeds reduced following several herbicide applications. Planting advised to improve soil stability along perimeter.

Action Required:

Routine maintenance next visit

Target:

Species non-specific

**Site: 15****Comments:**

Site looks good

Grasses will continue to be spot-treated in northern cove (right photo). Difficult to identify high-water mark. Mowing recommended along perimeter.

Action Required:

Routine maintenance next visit

Target:

Torpedograss



Management Summary

The waterway inspection for Diamond Hill CDD was completed on April 1st, 2022 for all sites.

Pond #1: Low water levels. Minor terrestrial weeds developing along exposed bank to be treated during our routine visits.

Pond #2: Herbaceous weeds along exposed banks treated during last month's visit. Positive results expected within 10-14 days following treatment.

Pond #3: New growth of terrestrial weeds along exposed banks treated during our recent maintenance visit.

Pond #4: Minimal shoreline weeds present. Planting native vegetation along perimeter is recommended to reduce shoreline erosion and improve nutrient filtration.

Pond #5: Shorelines and open water looked good. Clear of algae and shoreline weeds.

Pond #6: Minor new growth of terrestrial weeds on exposed banks. Clear of algae at photo station.

Pond #7: Continues to look good following our scheduled maintenance visits.

Pond #8: Dry during inspection. Evidence of chemical treatment noted following last month's visit targeting invasive herbaceous weeds.

Pond #9: Moderate terrestrial weeds present, which were treated during our recent maintenance visit. Water levels increased from last inspection.

Pond #10: Dry during inspection. Evidence of chemical treatment noted throughout site following March's treatments.

Pond #11: Dry during inspection. Evidence of treatment noted throughout site targeting herbaceous weeds.

Pond #12: Native vegetation rebounded from recent cold weather. Torpedograss to be selectively treated to avoid collateral damage to the desirable vegetation.

Pond #13: Evidence of treatment noted targeting herbaceous weeds throughout site. Water levels increased from last inspection.

Pond #14: Improved. Coverage of tall invasive weeds reduced following several herbicide applications. Planting advised to improve soil stability along perimeter.

Pond #15: Grasses will continue to be spot-treated in northern cove (right photo). Difficult to identify high-water mark. Mowing recommended along perimeter.

Thank you for choosing SOLitude Lake Management!

Site	Comments	Target	Action Required
1	Treatment in progress	Species non-specific	Routine maintenance next visit
2	Treatment in progress	Species non-specific	Routine maintenance next visit
3	Treatment in progress	Species non-specific	Routine maintenance next visit
4	Treatment in progress	Shoreline weeds	Routine maintenance next visit
5	Site looks good	Species non-specific	Routine maintenance next visit
6	Treatment in progress	Species non-specific	Routine maintenance next visit
7	Site looks good	Species non-specific	Routine maintenance next visit
8	Treatment in progress	Species non-specific	Routine maintenance next visit
9		Species non-specific	Routine maintenance next visit
10	Site looks good	Species non-specific	Routine maintenance next visit
11	Treatment in progress	Species non-specific	Routine maintenance next visit
12	Site looks good	Species non-specific	Routine maintenance next visit
13	Treatment in progress	Species non-specific	Routine maintenance next visit
14	Treatment in progress	Species non-specific	Routine maintenance next visit
15	Site looks good	Torpedograss	Routine maintenance next visit

SOLITUDE
LAKE MANAGEMENT
A Renfokii Company
Restoring Balance. Enhancing Beauty.

Diamond Hill CDD Valrico, FL

Call 888.480.LAKE



Map Maker Initials Go Here 1/2014

Tab 4



March 29, 2022

Diamond Hill CDD
ATTN: Taylor Nielsen
Rizzetta & Company
9428 Camden Field Parkway
Riverview, Florida 33578

**RE: Diamond Hill CDD – Engineering Services
CDD Stormwater Management Needs Analysis (Chapter 2021-194, Laws of Florida/HB53)**

Dear Mr. Nielsen:

As discussed at recent board meetings by your District Counsel, a new law requiring special districts that either own or operate stormwater management systems, stormwater management programs or wastewater services to create a 20-year needs analysis of such system(s). The requirements relating to stormwater management programs and systems are found in Section 5 of Chapter 2021-194, Laws of Florida, creating Section 403.9302, Florida Statutes (attached hereto for reference). The Office of Economic and Demographic Research (“OEDR”) recently promulgated additional details and an excel template for reporting the stormwater needs analyses. The first analysis must be created by June 30, 2022, and the analysis must be updated every five (5) years thereafter. The needs analysis, along with the methodology and any supporting data necessary to interpret the results, must be submitted to the county in which the largest portion of the service area or stormwater system is located.

SCOPE OF SERVICES

JMT will perform the following services to help the CDD complete the stormwater needs analysis spreadsheet:

- **Task 1 – Stormwater Inventory & Cost Estimate** – The template provided by the Office of Economic and Demographic Research requires an inventory of the stormwater facilities owned and maintained by the district be taken and reported. This data will also be required to create the cost estimates required for the 20-year needs analysis including O&M expenditures and Expansion/End of Useful Life costs. JMT will perform the inventory of the CDD’s stormwater facilities using asbuilt plans the CDD has on file already (or these will be acquired through public records). No site inspections are included. JMT will also perform a cost estimate in accordance with the requirements of the template provided for O&M expenditures and Expansion/End of Useful Life costs for the 20-year requirement in 5-year increments.
- **Task 2 – Report & District Management Coordination** – The template provided by the Office of Economic and Demographic Research requires budget information from the last 5 years of stormwater projects/O&M expenditures and budget information for future funding for the next 20-year projections. JMT will coordinate with the District Management staff to obtain the required past records and any future budget data such as reserve studies or budget projection they may have.

Exclusions

- Services provided in conjunction with easements, waivers, variances or denials, O&E reports
- Attendance any Site Visits
- Geotechnical Field & Laboratory Analysis
- Design Plans

To Be Provided By the Owner

- Access to all budget information required per the template
- Any Historical Plans and Surveys for the Site

COMPENSATION

Compensation for these services is shown below (typical direct expenses included).

TASKS	BASIC SERVICES FEE
Task 1 – Stormwater Inventory & Cost Estimate	\$3,080
Task 2 – Report & District Management Coordination	\$1,900
Total	\$4,980

Again, thank you for this opportunity.

Sincerely,

JOHNSON, MIRMIRAN & THOMPSON, INC.

Stephen Brletic, P.E.
Project Manager

TERMS & CONDITIONS

A. General Provisions

JMT agrees that this proposal shall remain open for 60 days from the date of this proposal. Acceptance of the proposal after the end of the 60 day period is valid if JMT elects, in writing, to reaffirm the proposal and waive its right to re-evaluate and resubmit the proposal.

JMT reserves the right to renegotiate the contract which this proposal, if accepted, will comprise, on or after six (6) months from the date of this proposal, provided the Client is given 30 days of notice in writing, if salaries or operational costs increase in a sufficient amount. Our present quotation is based upon current salaries and operational costs.

It is understood and agreed that once work is started on this project by JMT, only the Client or its duly authorized representative has the authority to order the work stopped on his behalf and only upon giving JMT, 10 days of notice in writing, as to when the work shall stop. The Client further agrees to be liable and pay to JMT, for all labor done, work performed, materials furnished, and expenses incurred up to and including the day work is stopped in accordance with the notice.

JMT will provide the Client with data on electronic files; however, the Client acknowledges that data stored on electronic media can deteriorate undetected or be modified without the JMT's knowledge. Therefore, electronic files are provided without warranty or obligation on the part of JMT as to accuracy of information contained on the electronic files. All information on the electronic files must be independently verified by the Client and the Client agrees to indemnify and hold JMT harmless from any and all claims, damages, losses, and expenses including but not limited to attorney's fees arising out of the use of the electronic files.

Client acknowledges and agrees that JMT may include or otherwise reference the Project in its general project portfolio, and shall be entitled to identify the Project and the services performed by JMT for the Client in its general marketing materials, and for purposes of demonstrating relevant qualifications and experience. JMT shall also have the right to access the Project site to document, photograph, video, and/or record by any media or means, the Project at each phase, during construction and upon completion, for its own use and for other legitimate business purposes, including but not limited to exhibitions, or award competitions, or publication in journals. Any publication of the Project by Client or any representative of the Client, shall include reference to JMT and proper attribution and credit for its role in the Project.

B. Time of Payments and Litigation Expenses

JMT will submit monthly certified invoices for services rendered during the preceding month. Payments are due and payable within 30 days from the date of invoice. If Client fails to pay the full amount due for services and expenses within 30 days after date of invoice, the amount due will include a charge at the rate of 1-1/2% per month of the outstanding balance from said 30th day. In addition, in the event any invoice has not been paid in full by its due date, JMT may, after giving three (3) days written notice to Client, suspend services under this Agreement until Client has paid in full amounts due JMT for services, expenses and interest.

In the event JMT deems it necessary to refer any unpaid invoices to its attorneys for the purposes of instituting collection or mechanic's liens proceedings, Client agrees to pay JMT's attorney's fees, court costs,

and litigation expenses, including fees for expert witnesses, trial and deposition transcripts, cost of printing briefs, and travel expenses for witnesses, attorneys and employees.

In the event Client asserts a claim against JMT and/or JMT's subconsultants for any act arising out of performance of the services provided herein, whether by an original action, or by counterclaim set-off or other defense to any mechanic's lien or other claim asserted by JMT as a result of Client non-payment of fees and expenses for services rendered, and if Client fails to prevail in such action, counterclaim, set-off, or defense, Client agrees to pay all attorney's fees, costs and litigation expenses (including fees for expert witnesses, trial transcripts and deposition transcripts) incurred by JMT and/or JMT's subconsultants in opposing any such action, counterclaim, set-off or defense.

JMT may withhold the delivery, signature or sealing plans and specifications, and may repossess all plans and specifications previously delivered to or otherwise made available to Client, their agents or assigns, without incurring any liability for direct and/or consequential damages to Client or anyone claiming through them or on their behalf whenever JMT deems it necessary to ensure payment for services rendered. Should any claim for such damages be made, Client agrees to hold JMT harmless from all litigation expenses incurred by JMT as defined herein.

C. Additional Services

In the event additional services beyond those identified in the Scope of Work are required by the Client or by circumstances beyond JMT's control, JMT will furnish such services upon written authorization of the Client. Payment for Additional Services will be charged at the following hourly rates which are inclusive of labor, overhead, payroll burden and profit.

<u>Classification</u>	<u>Hourly Rate</u>
Project Manager	\$195.00
Senior Engineer	\$175.00
Project Engineer	\$140.00
Engineer	\$110.00

Any changes to the previously approved submittals will be considered a change in scope of services and JMT will be entitled to additional compensation at the rates herein specified.

D. Insurance

JMT maintains Professional Liability, General Liability and Workmen's Compensation Insurance. On request, JMT will furnish Client certification of insurance.

E. Termination

In the event of termination of this Agreement by Client, Client shall pay JMT for services (including additional services) rendered, performed, or procured through such phase, including Expenses, at the rates stated in the Agreement, plus all termination expenses. Termination expenses mean additional Reimbursable Expenses directly attributable to termination.

F. Indemnification and Limitation of Liability

JMT shall hold harmless and indemnify the Client against injury, loss or damage arising out of its performance

of the Services, but only to the extent caused by the negligent acts, errors or omissions of JMT. The Client agrees to limit JMT's liability hereunder to Client and to all Construction Contractors and Subcontractors on the project, due to such negligent acts, errors or omissions, such the total aggregate liability of JMT to all those named shall not exceed JMT's total fee for services rendered on this project.

G. Standard of Care

JMT will perform the services in a manner consistent with the degree of skill and care ordinarily exercised by members of the same profession currently practicing under the same conditions. JMT makes no representations or warranties, express or implied, with respect to its services.

H. Severability

If any provision of this Agreement, or application thereof, shall be held invalid, the invalidity shall not affect the other provisions of the Agreement which can be given effect without the invalid provisions or applications, and to this end the provisions of this Agreement are declared to be severable.

WE HEREBY AUTHORIZE JOHNSON, MIRMIRAN & THOMPSON, INC. TO PROCEED IN ACCORDANCE WITH THE ABOVE PROPOSAL. IF ANY PROFESSIONAL SERVICES ARE ORDERED BY A REPRESENTATIVE OF THE CLIENT, FOR ITEMS LISTED ABOVE WITH A RETURNED ACCEPTANCE, THE PRICES AND TERMS OF THIS PROPOSAL SHALL BE IN EFFECT.

ORGANIZATION:_____

DATE: _____

BY:_____

TITLE _____

Tab 5



CDD Labor Rates

(July 1, 2022 – July 1, 2023)

<u>Classification</u>	<u>Rates</u>
Principal	\$225
Project Manager	\$200
Senior Engineer	\$180
Project Engineer	\$145
Engineer	\$115
Senior Surveyor	\$150
Project Surveyor	\$130
Surveyor	\$95
Survey Field Crew (3-person)	\$165
GIS Technician	\$150
Senior Environmental Scientist	\$150
Environmental Scientist	\$110
Senior Designer	\$110
Designer	\$95
Senior Engineering Technician	\$85
Engineering Technician	\$65
Senior Inspector	\$115
Inspector	\$75
Clerical	\$50

Tab 6



Rizzetta & Company

April 11

District Manager's Report

2022

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UPCOMING DATES TO REMEMBER

- **Next Meeting:** June 13, 2022
- **FY 2020-2021 Audit Completion Deadline:** June 30, 2022
- **Next Election (Seats 1, 2, and 3):** November 8, 2022, time to register is June 13 - 17, 2022 @ 12P

FINANCIAL SUMMARY

2/28/2022

General Fund Cash & Investment Balance:	\$620,364
Reserve Fund Cash & Investment Balance:	\$643,951
Debt Service Fund Investment Balance:	\$265,034
Total Cash and Investment Balances:	<u>\$1,529,349</u>
General Fund Expense Variance:	Under Budget

RASI Reports rasireports@rizzetta.com • CDD Finance Team CDDFinTeam@rizzetta.com



Rizzetta & Company

Updates:

- The invoice for November 2021 have been revised per the board's request.
- Rob Timken is requesting that the 6 to 8 pines that died and were removed behind Brilliant Cut Way be replanted. Rob has been informed that new ones will only be a few feet tall most likely and need many years to match the others in growth, also that the same trees may not be able to be planted due to soil conditions and other factors.



Tab 7



Rizzetta & Company

Diamond Hill Community Development District

**Financial Statements
(Unaudited)**

February 28, 2022

Prepared by: Rizzetta & Company, Inc.

**diamondhillcdd.org
rizzetta.com**

Diamond Hill Community Development District

Balance Sheet

As of 2/28/2022

(In Whole Numbers)

	General Fund	Reserve Fund	Debt Service Fund	Total Governmental Funds	General Fixed Assets Account Group	General Long-Term Debt Account Group
Assets						
Cash In Bank	200,299	0	0	200,299	0	0
Investments	420,065	0	265,034	685,099	0	0
Investments - Reserves	0	643,951	0	643,951	0	0
Accounts Receivable	12,130	0	12,545	24,675	0	0
Prepaid Expenses	0	0	0	0	0	0
Due From Other Funds	0	20,000	12,722	32,722	0	0
Amount Available in Debt Service	0	0	0	0	0	290,301
Amount To Be Provided Debt Service	0	0	0	0	0	1,709,699
Fixed Assets	0	0	0	0	2,812,478	0
Total Assets	<u>632,495</u>	<u>663,951</u>	<u>290,301</u>	<u>1,586,747</u>	<u>2,812,478</u>	<u>2,000,000</u>
Liabilities						
Accounts Payable	580	0	0	580	0	0
Accrued Expenses Payable	670	0	0	670	0	0
Due To Other Funds	32,722	0	0	32,722	0	0
Revenue Bonds Payable--Long Term	0	0	0	0	0	2,000,000
Total Liabilities	<u>33,972</u>	<u>0</u>	<u>0</u>	<u>33,972</u>	<u>0</u>	<u>2,000,000</u>
Fund Equity & Other Credits						
Beginning Fund Balance	491,078	643,925	116,256	1,251,259	2,812,478	0
Net Change in Fund Balance	<u>107,445</u>	<u>20,026</u>	<u>174,045</u>	<u>301,516</u>	<u>0</u>	<u>0</u>
Total Fund Equity & Other Credits	<u>598,523</u>	<u>663,951</u>	<u>290,301</u>	<u>1,552,775</u>	<u>2,812,478</u>	<u>0</u>
Total Liabilities & Fund Equity	<u>632,495</u>	<u>663,951</u>	<u>290,301</u>	<u>1,586,747</u>	<u>2,812,478</u>	<u>2,000,000</u>

See Notes to Unaudited Financial Statements

Diamond Hill Community Development District

Statement of Revenues and Expenditures

001 - General Fund

From 10/1/2021 Through 2/28/2022

(In Whole Numbers)

	Annual Budget	YTD Budget	YTD Actual	YTD Variance	Percent Annual Budget Remaining
Revenues					
Interest Earnings					
Interest Earnings	0	0	17	17	0.00%
Special Assessments					
Tax Roll	180,838	180,838	182,515	1,677	(0.92)%
Total Revenues	180,838	180,838	182,532	1,694	(0.94)%
Expenditures					
Legislative					
Supervisor Fees	6,000	2,500	2,800	(300)	53.33%
Financial & Administrative					
Administrative Services	4,590	1,913	1,913	0	58.33%
District Management	18,936	7,890	7,890	0	58.33%
District Engineer	7,000	2,917	1,817	1,100	74.04%
Trustees Fees	4,000	1,778	1,778	0	55.55%
Assessment Roll	5,100	5,100	5,100	0	0.00%
Financial & Revenue Collections	5,100	2,125	2,125	0	58.33%
Accounting Services	17,340	7,225	7,225	0	58.33%
Auditing Services	3,300	0	0	0	100.00%
Public Officials Liability Insurance	2,663	2,663	2,542	121	4.54%
Legal Advertising	2,000	833	508	325	74.60%
Dues, Licenses & Fees	175	175	175	0	0.00%
Miscellaneous Fees	300	125	0	125	100.00%
Website Hosting, Maintenance, Backup (and Email)	2,738	1,141	1,269	(128)	53.66%
Legal Counsel					
District Counsel	7,500	3,125	1,922	1,204	74.38%
Electric Utility Services					
Utility Services	1,000	417	351	66	64.93%
Stormwater Control					
Aquatic Maintenance	8,400	3,500	3,605	(105)	57.08%
Lake/Pond Bank Maintenance	2,250	938	0	938	100.00%
Stormwater System Maintenance	1,000	417	950	(533)	5.00%
Aquatic Plant Replacement	1,000	417	0	417	100.00%
Miscellaneous Expense	1,000	417	0	417	100.00%
Other Physical Environment					
General Liability Insurance	2,960	2,960	2,826	134	4.52%
Property Insurance	1,635	1,635	1,040	595	36.39%

Diamond Hill Community Development District

Statement of Revenues and Expenditures

001 - General Fund

From 10/1/2021 Through 2/28/2022

(In Whole Numbers)

	Annual Budget	YTD Budget	YTD Actual	YTD Variance	Percent Annual Budget Remaining
Landscape Maintenance	48,351	20,146	20,365	(219)	57.88%
Ornamental Lighting & Maintenance	1,000	417	0	417	100.00%
Irrigation Repairs	2,000	833	0	833	100.00%
Entry & Walls Maintenance	1,000	417	0	417	100.00%
Well Maintenance	2,000	833	0	833	100.00%
Holiday Decorations	1,000	417	1,350	(933)	(35.00)%
Landscape Replacement Plants, Shrubs, Trees	5,000	2,083	3,300	(1,217)	34.00%
Field Services	2,800	1,167	700	467	75.00%
Miscellaneous Expense	1,000	417	39	378	96.13%
Contingency					
Miscellaneous Contingency	10,700	4,458	3,500	958	67.28%
Total Expenditures	180,838	81,396	75,088	6,309	58.48%
Excess of Revenue Over (Under) Expenditures	0	99,442	107,445	8,003	0.00%
Excess of Rev./Other Sources Over (Under) Expend./Other Uses	0	99,442	107,445	8,003	0.00%
Fund Balance, Beginning of Period	0	0	491,078	491,078	0.00%
Fund Balance, End of Period	0	99,442	598,523	499,081	0.00%

See Notes to Unaudited Financial Statements

Diamond Hill Community Development District

Statement of Revenues and Expenditures

005 - Reserve Fund

From 10/1/2021 Through 2/28/2022

(In Whole Numbers)

	Annual Budget	Current Period Actual	Budget To Actual Variance	Budget Percent Remaining
Revenues				
Interest Earnings				
Interest Earnings	0	26	26	0.00%
Special Assessments				
Tax Roll	20,000	20,000	0	0.00%
Total Revenues	20,000	20,026	26	0.13%
Expenditures				
Contingency				
Capital Reserve	20,000	0	20,000	100.00%
Total Expenditures	20,000	0	20,000	100.00%
Excess of Revenue Over (Under) Expenditures	0	20,026	20,026	0.00%
Excess of Rev./Other Sources Over (Under) Expend./Other Uses	0	20,026	20,026	0.00%
Fund Balance, Beginning of Period	0	643,925	643,925	0.00%
Fund Balance, End of Period	0	663,951	663,951	0.00%

Diamond Hill Community Development District

Statement of Revenues and Expenditures

200 - Debt Service Fund

From 10/1/2021 Through 2/28/2022

(In Whole Numbers)

	Annual Budget	Current Period Actual	Budget To Actual Variance	Budget Percent Remaining
Revenues				
Interest Earnings				
Interest Earnings	0	6	6	0.00%
Special Assessments				
Tax Roll	207,704	209,439	1,735	0.83%
Total Revenues	207,704	209,445	1,741	0.84%
Expenditures				
Debt Service				
Interest	72,704	35,400	37,304	51.30%
Principal	135,000	0	135,000	100.00%
Total Expenditures	207,704	35,400	172,304	82.96%
Excess of Revenue Over (Under) Expenditures	0	174,045	174,045	0.00%
Excess of Rev./Other Sources Over (Under) Expend./Other Uses	0	174,045	174,045	0.00%
Fund Balance, Beginning of Period	0	116,256	116,256	0.00%
Fund Balance, End of Period	0	290,301	290,301	0.00%

Diamond Hill CDD
Investment Summary
February 28, 2022

<u>Account</u>	<u>Investment</u>	<u>Balance as of</u> <u>February 28, 2022</u>
SunTrust Bank	Money Market Account	\$ 3,058
Bank of Tampa	Money Market Account	23,649
Bank of Tampa ICS Program		
Flushing Bank	Money Market Account	248,352
Umpqua Bank	Money Market Account	43,902
United Bank	Money Market Account	101,104
Total General Fund Investments		<u>\$ 420,065</u>
Bank of Tampa ICS Capital Reserve		
Cross River Bank	Money Market Account	\$ 248,352
Pinnacle Bank	Money Market Account	248,352
United Bank	Money Market Account	147,247
Total Reserve Fund Investments		<u>\$ 643,951</u>
US Bank Series 2013 Revenue	First American Treasury Obligation Fund Class Z	\$ 244,263
US Bank Series 2013 Reserve	First American Treasury Obligation Fund Class Z	20,771
Total Debt Service Fund Investments		<u>\$ 265,034</u>

Diamond Hill Community Development District

Summary A/R Ledger

001 - General Fund

From 2/1/2022 Through 2/28/2022

<u>Invoice Date</u>	<u>Customer Name</u>	<u>Invoice Number</u>	<u>Current Balance</u>
10/1/2021	Hillsborough County Tax Collector	FY21-22	<u>12,130.02</u>
		Total 001 - General Fund	12,130.02

Diamond Hill Community Development District

Summary A/R Ledger

200 - Debt Service Fund

From 2/1/2022 Through 2/28/2022

Invoice Date	Customer Name	Invoice Number	Current Balance
10/1/2021	Hillsborough County Tax Collector	FY21-22	12,544.73
		Total 200 - Debt Service Fund	12,544.73
Report Balance			24,674.75

Diamond Hill Community Development District

Aged Payables by Invoice Date

Aging Date - 2/1/2022

001 - General Fund

From 2/1/2022 Through 2/28/2022

Vendor Name	Invoice Date	Invoice Number	Invoice Description	Current Balance
Straley Robin Vericker	2/24/2022	21065	Professional Services Billed Though 02/22	579.50
			Total 001 - General Fund	579.50
Report Total				579.50

**Diamond Hill Community Development District
Notes to Unaudited Financial Statements
February 28, 2022**

Balance Sheet

1. Trust statement activity has been recorded through 02/28/22.
2. See EMMA (Electronic Municipal Market Access) at <https://emma.msrb.org> for Municipal Disclosures and Market Data.
3. For presentation purposes, the Reserves are shown in a separate fund titled Reserve Fund.

Summary A/R Ledger – Payment Terms

4. Payment terms for landowner assessments are (a) defined in the FY21-22 Assessment Resolution adopted by the Board of Supervisors, (b) pursuant to Florida Statutes, Chapter 197 for assessments levied via the county tax roll.

Exhibit A



Rizzetta & Company

Diamond Hill Community Development District

www.diamondhillcdd.org

Proposed Budget for Fiscal Year 2022/2023

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Rizzetta & Company

Proposed Budget
Diamond Hill Community Development District
General Fund
Fiscal Year 2022/2023

Chart of Accounts Classification	Actual YTD through 02/28/21	Projected Annual Totals 2021/2022	Annual Budget for 2021/2022	Projected Budget variance for 2021/2022	Budget for 2022/2023	Budget Increase (Decrease) vs 2021/2022	Comments
REVENUES							
Interest Earnings							
Interest Earnings	\$ 17	\$ 41	\$ -	\$ 41	\$ -	\$ -	
Special Assessments							
Tax Roll*	\$ 182,515	\$ 182,515	\$ 180,838	\$ 1,677	\$ 180,838	\$ -	
TOTAL REVENUES	\$ 182,532	\$ 182,556	\$ 180,838	\$ 1,718	\$ 180,838	\$ -	
TOTAL REVENUES AND BALANCE FORWARD	\$ 182,532	\$ 182,556	\$ 180,838	\$ 1,718	\$ 180,838	\$ -	
<i>*Allocation of assessments between the Tax Roll and Off Roll are estimates only and subject to change prior to certification.</i>							
EXPENDITURES - ADMINISTRATIVE							
Legislative							
Supervisor Fees	\$ 2,800	\$ 6,720	\$ 6,000	\$ (720)	\$ 7,000	\$ 1,000	
Financial & Administrative							
Administrative Services	\$ 1,913	\$ 4,590	\$ 4,590	\$ -	\$ 4,774	\$ 184	Economic Impact Increase
District Management	\$ 7,890	\$ 18,936	\$ 18,936	\$ -	\$ 19,694	\$ 758	Economic Impact Increase
District Engineer	\$ 1,817	\$ 4,361	\$ 7,000	\$ 2,639	\$ 7,000	\$ -	Increasing as of July 2022
Trustees Fees	\$ 1,778	\$ 4,000	\$ 4,000	\$ -	\$ 4,000	\$ -	
Assessment Roll	\$ 5,100	\$ 5,100	\$ 5,100	\$ -	\$ 5,304	\$ 204	Economic Impact Increase
Financial & Revenue Collections	\$ 2,125	\$ 5,100	\$ 5,100	\$ -	\$ 5,304	\$ 204	Economic Impact Increase
Accounting Services	\$ 7,225	\$ 17,340	\$ 17,340	\$ -	\$ 18,034	\$ 694	Economic Impact Increase
Auditing Services	\$ -	\$ 3,300	\$ 3,300	\$ -	\$ 3,300	\$ -	
Miscellaneous Mailings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Public Officials Liability Insurance	\$ 2,542	\$ 2,421	\$ 2,663	\$ 242	\$ 3,196	\$ 533	Projected EGIS increase
Legal Advertising	\$ 508	\$ 1,219	\$ 2,000	\$ 781	\$ 2,000	\$ -	
Dues, Licenses & Fees	\$ 175	\$ 175	\$ 175	\$ -	\$ 175	\$ -	
Miscellaneous Fees (agendas)	\$ -	\$ -	\$ 300	\$ 300	\$ 300	\$ -	
Website Hosting, Maintenance, Backup (and Email)	\$ 1,269	\$ 3,046	\$ 2,738	\$ (308)	\$ 2,738	\$ -	innersync \$1,538 plus RTS \$1,200
Legal Counsel							
District Counsel	\$ 1,922	\$ 4,613	\$ 7,500	\$ 2,887	\$ 7,500	\$ -	
Administrative Subtotal	\$ 37,064	\$ 80,920	\$ 86,742	\$ 5,822	\$ 90,319	\$ 3,577	
EXPENDITURES - FIELD OPERATIONS							
Electric Utility Services							
Utility Services	\$ 351	\$ 842	\$ 1,000	\$ 158	\$ 1,000	\$ -	
Stormwater Control							
Aquatic Maintenance	\$ 3,605	\$ 8,400	\$ 8,400	\$ -	\$ 9,300	\$ 900	Solitude Increase Effective March 2022
Lake/Pond Bank Maintenance	\$ -	\$ -	\$ 2,250	\$ 2,250	\$ 2,250	\$ -	
Aquatic Plant Replacement	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	
Stormwater System Maintenance	\$ 950	\$ 2,280	\$ 1,000	\$ (1,280)	\$ 1,000	\$ -	
Miscellaneous Expense	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	
Other Physical Environment							
Property Insurance	\$ 1,040	\$ 1,486	\$ 1,635	\$ 149	\$ 1,962	\$ 327	Projected EGIS increase
General Liability Insurance	\$ 2,826	\$ 2,691	\$ 2,960	\$ 269	\$ 3,552	\$ 592	Projected EGIS increase
Entry & Walls Maintenance	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	
Landscape Maintenance	\$ 20,365	\$ 48,876	\$ 48,351	\$ (525)	\$ 48,351	\$ -	
Ornamental Lighting & Maintenance	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	
Well Maintenance	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	
Holiday Decorations	\$ 1,350	\$ 3,240	\$ 1,000	\$ (2,240)	\$ 1,000	\$ -	
Irrigation Repairs	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	
Landscape Replacement Plants, Shrubs, Trees	\$ 3,300	\$ 7,920	\$ 5,000	\$ (2,920)	\$ 5,000	\$ -	
Field Services	\$ 700	\$ 1,680	\$ 2,800	\$ 1,120	\$ 2,800	\$ -	
Miscellaneous Expense	\$ 39	\$ 94	\$ 1,000	\$ 906	\$ 1,000	\$ -	
Contingency							
Miscellaneous Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Miscellaneous Contingency	\$ 3,500	\$ 8,400	\$ 10,700	\$ 2,300	\$ 5,304	\$ (5,396)	
Field Operations Subtotal	\$ 38,026	\$ 85,909	\$ 94,096	\$ 8,187	\$ 90,519	\$ (3,577)	
TOTAL EXPENDITURES	\$ 75,088	\$ 166,829	\$ 180,838	\$ 14,009	\$ 180,838	\$ -	
EXCESS OF REVENUES OVER EXPENDITURES	\$ 107,445	\$ 15,726	\$ -	\$ 15,726	\$ -	\$ -	

**Proposed Budget
Diamond Hill Community Development District
Reserve Fund
Fiscal Year 2022/2023**

Chart of Accounts Classification	Actual YTD through 02/28/21	Projected Annual Totals 2021/2022	Annual Budget for 2021/2022	Projected Budget variance for 2021/2022	Budget for 2022/2023	Budget Increase (Decrease) vs 2021/2022	Comments
REVENUES							
Special Assessments							
Tax Roll*	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	\$ 20,000	\$ -	
Other Miscellaneous Revenues							
Miscellaneous Revenues (interest)	\$ 26	\$ 62	\$ -	\$ 62	\$ -	\$ -	
TOTAL REVENUES	\$ 20,026	\$ 20,062	\$ 20,000	\$ 62	\$ 20,000	\$ -	
TOTAL REVENUES AND BALANCE FORWARD	\$ 20,026	\$ 20,062	\$ 20,000	\$ 62	\$ 20,000	\$ -	
EXPENDITURES							
Contingency							
Capital Reserves	\$ -	\$ 20,062	\$ 20,000	\$ (62)	\$ 20,000	\$ -	
TOTAL EXPENDITURES	\$ -	\$ 20,062	\$ 20,000	\$ (62)	\$ 20,000	\$ -	
EXCESS OF REVENUES OVER EXPENDITURES	\$ 20,026	\$ 0	\$ -	\$ 0	\$ -	\$ -	

\$ 20,000

Diamond Hill Community Development District

3

Debt Service**Fiscal Year 2022/2023**

Charts of Accounts Classification	Series 2013	Budget for 2022/2023
REVENUES		
Special Assessments		
Net Special Assessments	\$207,703.77	\$207,703.77
TOTAL REVENUES	\$207,703.77	\$207,703.77
EXPENDITURES		
Administrative		
Financial & Administrative		
Debt Service Obligation	\$207,703.77	\$207,703.77
Administrative Subtotal	\$207,703.77	\$207,703.77
TOTAL EXPENDITURES	\$207,703.77	\$207,703.77
EXCESS OF REVENUES OVER EXPENDITURES	\$0.00	\$0.00

Hillsborough County Collection Costs (2%) and Early Payment Discounts (4%):

6.0%

Gross assessments**\$220,961.46****Notes:**

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

DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2022/2023 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE

2022/2023 O&M Budget		\$200,838.00
Hillsborough County Collection Costs @	2%	\$4,273.15
Early Payment Discount @	4%	\$8,546.30
2022/2023 Total		\$213,657.45

2021/2022 O&M Budget	\$200,838.00
2022/2023 O&M Budget	\$200,838.00
Total Difference	\$0.00

	PER UNIT ANNUAL ASSESSMENT		Proposed Increase / Decrease	
	2021/2022	2022/2023	\$	%
Debt Service - Single Family 50'	\$399.43	\$399.43	\$0.00	0.00%
Operations/Maintenance - Single Family 50'	\$475.85	\$475.85	\$0.00	0.00%
Total	\$875.28	\$875.28	\$0.00	0.00%
Debt Service - Single Family 60'	\$479.31	\$479.31	\$0.00	0.00%
Operations/Maintenance - Single Family 60'	\$475.85	\$475.85	\$0.00	0.00%
Total	\$955.16	\$955.16	\$0.00	0.00%
Debt Service - Single Family 80'	\$639.07	\$639.07	\$0.00	0.00%
Operations/Maintenance - Single Family 80'	\$475.85	\$475.85	\$0.00	0.00%
Total	\$1,114.92	\$1,114.92	\$0.00	0.00%
Debt Service - Single Family 100'	\$639.07	\$639.07	\$0.00	0.00%
Operations/Maintenance - Single Family 100'	\$475.85	\$475.85	\$0.00	0.00%
Total	\$1,114.92	\$1,114.92	\$0.00	0.00%

DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICTFISCAL YEAR 2022/2023 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE

TOTAL O&M BUDGET		\$200,838.00
COLLECTION COSTS @	2%	\$4,273.15
EARLY PAYMENT DISCOUNTS @	4%	\$8,546.30
TOTAL O&M ASSESSMENT		<u>\$213,657.45</u>

LOT SIZE	UNITS ASSESSED		ALLOCATION OF O&M ASSESSMENT				PER LOT ANNUAL ASSESSMENT		
	O&M	SERIES 2013 DEBT SERVICE ^{(1) (2)}	EAU FACTOR	TOTAL EAU's	% TOTAL EAU's	TOTAL O&M BUDGET	O&M ⁽³⁾	DEBT SERVICE ⁽⁴⁾	TOTAL ⁽⁵⁾
Single Family 50'	210	210	1.00	210.00	46.77%	\$99,928.87	\$475.85	\$399.43	\$875.28
Single Family 60'	87	86	1.00	87.00	19.38%	\$41,399.10	\$475.85	\$479.31	\$955.16
Single Family 80'	124	122	1.00	124.00	27.62%	\$59,005.62	\$475.85	\$639.07	\$1,114.92
Single Family 100'	28	28	1.00	28.00	6.24%	\$13,323.85	\$475.85	\$639.07	\$1,114.92
	<u>449</u>	<u>446</u>		<u>449.00</u>	<u>100.00%</u>	<u>\$213,657.45</u>			

LESS: Hillsborough County Collection Costs (2%) and Early Payment Discounts (4%):

(\$12,819.45)

Net Revenue to be Collected

\$200,838.00⁽¹⁾ Reflects 3 (three) Series 2013 prepayments.⁽²⁾ Reflects the number of total lots with Series 2013 debt outstanding.⁽³⁾ Note this assessment table reflects an equal per unit O&M assessment approved by the Board of Supervisors.⁽⁴⁾ Annual debt service assessment per lot adopted in connection with the Series 2013 bond issue. Annual assessment includes principal, interest, Hillsborough County collection costs and early payment discounts.⁽⁵⁾ Annual assessment that will appear on November 2022 Hillsborough County property tax bill. Amount shown includes all applicable county collection costs and early payment discounts (up to 4% if paid early).

GENERAL FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The General Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all General Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Interest Earnings: The District may earn interest on its monies in the various operating accounts.

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

Off Roll: For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions: The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Event Rental: The District may receive monies for event rentals for such things as weddings, birthday parties, etc.

Miscellaneous Revenues: The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

Facilities Rentals: The District may receive monies for the rental of certain facilities by outside sources, for such items as office space, snack bar/restaurants etc.

EXPENDITURES – ADMINISTRATIVE:

Supervisor Fees: The District may compensate its supervisors within the appropriate statutory limits of \$200.00 maximum per meeting within an annual cap of \$4,800.00 per supervisor.

Administrative Services: The District will incur expenditures for the day to today operation of District matters. These services include support for the District Management function, recording and preparation of meeting minutes, records retention and maintenance in accordance with Chapter 119, Florida Statutes, and the District's adopted Rules of Procedure, preparation and delivery of agenda, overnight deliveries, facsimiles and phone calls.

District Management: The District as required by statute, will contract with a firm to provide for management and administration of the District's day to day needs. These service include the conducting of board meetings, workshops, overall administration of District functions, all required state and local filings, preparation of annual budget, purchasing, risk management, preparing various resolutions and all other secretarial duties requested by the District throughout the year is also reflected in this amount.

District Engineer: The District's engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of construction invoices and all other engineering services requested by the district throughout the year.

Disclosure Report: The District is required to file quarterly and annual disclosure reports, as required in the District's Trust Indenture, with the specified repositories. This is contracted out to a third party in compliance with the Trust Indenture.

Trustee's Fees: The District will incur annual trustee's fees upon the issuance of bonds for the oversight of the various accounts relating to the bond issues.

Assessment Roll: The District will contract with a firm to prepare, maintain and certify the assessment roll(s) and annually levy a non-ad valorem assessment for operating and debt service expenses.

Financial & Revenue Collections: Services of the Collection Agent include all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. The Collection Agent also maintains and updates the District's lien book(s) annually and provides for the release of liens on property after the full collection of bond debt levied on particular properties.

Accounting Services: Services include the preparation and delivery of the District's financial statements in accordance with Governmental Accounting Standards, accounts payable and accounts receivable functions, asset tracking, investment tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity.

Auditing Services: The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting firm, once it reaches certain revenue and expenditure levels, or has issued bonds and incurred debt.

Arbitrage Rebate Calculation: The District is required to calculate the interest earned from bond proceeds each year pursuant to the Internal Revenue Code of 1986. The Rebate Analyst is required to verify that the District has not received earnings higher than the yield of the bonds.

Travel: Each Board Supervisor and the District Staff are entitled to reimbursement for travel expenses per Florida Statutes 190.006(8).

Public Officials Liability Insurance: The District will incur expenditures for public officials' liability insurance for the Board and Staff.

Legal Advertising: The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to meeting schedules, special meeting notices, and public hearings, bidding etc. for the District based on statutory guidelines

Bank Fees: The District will incur bank service charges during the year.

Dues, Licenses & Fees: The District is required to pay an annual fee to the Department of Economic Opportunity, along with other items which may require licenses or permits, etc.

Miscellaneous Fees: The District could incur miscellaneous throughout the year, which may not fit into any standard categories.

Website Hosting, Maintenance and Email: The District may incur fees as they relate to the development and ongoing maintenance of its own website along with possible email services if requested.

District Counsel: The District's legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts and all other legal services requested by the district throughout the year.

EXPENDITURES - FIELD OPERATIONS:

Deputy Services: The District may wish to contract with the local police agency to provide security for the District.

Security Services and Patrols: The District may wish to contract with a private company to provide security for the District.

Electric Utility Services: The District will incur electric utility expenditures for general purposes such as irrigation timers, lift station pumps, fountains, etc.

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

Utility - Recreation Facility: The District may budget separately for its recreation and or amenity electric separately.

Gas Utility Services: The District may incur gas utility expenditures related to district operations at its facilities such as pool heat etc.

Garbage - Recreation Facility: The District will incur expenditures related to the removal of garbage and solid waste.

Solid Waste Assessment Fee: The District may have an assessment levied by another local government for solid waste, etc.

Water-Sewer Utility Services: The District will incur water/sewer utility expenditures related to district operations.

Utility - Reclaimed: The District may incur expenses related to the use of reclaimed water for irrigation.

Aquatic Maintenance: Expenses related to the care and maintenance of the lakes and ponds for the control of nuisance plant and algae species.

Fountain Service Repairs & Maintenance: The District may incur expenses related to maintaining the fountains within throughout the Parks & Recreational areas

Lake/Pond Bank Maintenance: The District may incur expenditures to maintain lake banks, etc. for the ponds and lakes within the District's boundaries, along with planting of beneficial aquatic plants, stocking of fish, mowing and landscaping of the banks as the District determines necessary.

Wetland Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various wetlands and waterways by other governmental entities.

Mitigation Area Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various mitigation areas by other governmental entities.

Aquatic Plant Replacement: The expenses related to replacing beneficial aquatic plants, which may or may not have been required by other governmental entities.

General Liability Insurance: The District will incur fees to insure items owned by the District for its general liability needs

Property Insurance: The District will incur fees to insure items owned by the District for its property needs

Entry and Walls Maintenance: The District will incur expenditures to maintain the entry monuments and the fencing.

Landscape Maintenance: The District will incur expenditures to maintain the rights-of-way, median strips, recreational facilities including pond banks, entryways, and similar planting areas within the District. These services include but are not limited to monthly landscape maintenance, fertilizer, pesticides, annuals, mulch, and irrigation repairs.

Irrigation Maintenance: The District will incur expenditures related to the maintenance of the irrigation systems.

Irrigation Repairs: The District will incur expenditures related to repairs of the irrigation systems.

Landscape Replacement: Expenditures related to replacement of turf, trees, shrubs etc.

Field Services: The District may contract for field management services to provide landscape maintenance oversight.

Miscellaneous Fees: The District may incur miscellaneous expenses that do not readily fit into defined categories in field operations.

Gate Phone: The District will incur telephone expenses if the District has gates that are to be opened and closed.

Street/Parking Lot Sweeping: The District may incur expenses related to street sweeping for roadways it owns or are owned by another governmental entity, for which it elects to maintain.

Gate Facility Maintenance: Expenses related to the ongoing repairs and maintenance of gates owned by the District if any.

Sidewalk Repair & Maintenance: Expenses related to sidewalks located in the right of way of streets the District may own if any.

Roadway Repair & Maintenance: Expenses related to the repair and maintenance of roadways owned by the District if any.

Employees - Salaries: The District may incur expenses for employees/staff members needed for the recreational facilities such as Clubhouse Staff.

Employees - P/R Taxes: This is the employer's portion of employment taxes such as FICA etc.

Employee - Workers' Comp: Fees related to obtaining workers compensation insurance.

Management Contract: The District may contract with a firm to provide for the oversight of its recreation facilities.

Maintenance & Repair: The District may incur expenses to maintain its recreation facilities.

Facility Supplies: The District may have facilities that required various supplies to operate.

Gate Maintenance & Repairs: Any ongoing gate repairs and maintenance would be included in this line item.

Telephone, Fax, Internet: The District may incur telephone, fax and internet expenses related to the recreational facilities.

Office Supplies: The District may have an office in its facilities which require various office related supplies.

Clubhouse - Facility Janitorial Service: Expenses related to the cleaning of the facility and related supplies.

Pool Service Contract: Expenses related to the maintenance of swimming pools and other water features.

Pool Repairs: Expenses related to the repair of swimming pools and other water features.

Security System Monitoring & Maintenance: The District may wish to install a security system for the clubhouse

Clubhouse Miscellaneous Expense: Expenses which may not fit into a defined category in this section of the budget

Athletic/Park Court/Field Repairs: Expense related to any facilities such as tennis, basketball etc.

Trail/Bike Path Maintenance: Expenses related to various types of trail or pathway systems the District may own, from hard surface to natural surfaces.

Special Events: Expenses related to functions such as holiday events for the public enjoyment

Miscellaneous Fees: Monies collected and allocated for fees that the District could incur throughout the year, which may not fit into any standard categories.

Miscellaneous Contingency: Monies collected and allocated for expenses that the District could incur throughout the year, which may not fit into any standard categories.

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.

RESERVE FUND BUDGET **ACCOUNT CATEGORY DESCRIPTION**

The Reserve Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Reserve Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

Off Roll: For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions: The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Miscellaneous Revenues: The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

EXPENDITURES:

Capital Reserve: Monies collected and allocated for the future repair and replacement of various capital improvements such as club facilities, swimming pools, athletic courts, roads, etc.

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.

DEBT SERVICE FUND BUDGET **ACCOUNT CATEGORY DESCRIPTION**

The Debt Service Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Debt Service Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Special Assessments: The District may levy special assessments to repay the debt incurred by the sale of bonds to raise working capital for certain public improvements. The assessments may be collected in the same fashion as described in the Operations and Maintenance Assessments.

EXPENDITURES – ADMINISTRATIVE:

Bank Fees: The District may incur bank service charges during the year.

Debt Service Obligation: This would a combination of the principal and interest payment to satisfy the annual repayment of the bond issue debt.

Tab 8

RESOLUTION 2022-__

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED OPERATION AND MAINTENANCE BUDGET FOR FISCAL YEAR 2022/2023; SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING, AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager prepared and submitted to the Board of Supervisors (**“Board”**) of the Diamond Hill Community Development District (**“District”**) prior to June 15, 2022 a proposed operation and maintenance budget for the fiscal year beginning October 1, 2022 and ending September 30, 2023 (**“Proposed Budget”**); and

WHEREAS, the Board has considered the Proposed Budget and desires to approve the Proposed Budget and set the required public hearing thereon.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT:

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget, including any modifications made by the Board, attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** The public hearing on said Proposed Budget is hereby declared and set for the following date, hour, and location:

DATE:	June 13, 2022
HOUR:	2:00 p.m.
LOCATION:	Rizzetta & Company, Inc. 9428 Camden Field Parkway Riverview, Florida 33578

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Hillsborough County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, Florida Statutes, the District’s Secretary is further directed to post the Proposed Budget on the District’s website at least 2 days before the budget hearing date and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed by Florida law.

6. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED ON APRIL 11, 2022.

Attest:

**Diamond Hill Community
Development District**

Print Name: _____
Secretary / Assistant Secretary

Print Name: _____
Chair/Vice Chair of the Board of Supervisors

Exhibit A: Proposed Budget for Fiscal Year 2022/2023

Tab 9

Diamond Hill CDD
c/o Christina Newsome, Rizzetta & Co.
3434 Colwell Avenue Suite 200
Tampa, FL 33614

March 29, 2022

Christina,

As expressed in our previous email, the past year and a half has been difficult for all of us. SOLitude Lake Management has incurred significant cost increases for the tools necessary to manage lakes for our clients.

After careful consideration, we recognize it is not possible for us to continue to provide the same level of service for our clients without passing some of those costs on to them.

This increase we are proposing for Diamond Hill CDD

- Lakes SVR50782 will relate to costs going from \$8,652.00 to \$9,257.64, per year. The new invoicing will become effective March 1, 2022.

We appreciate the opportunity to provide exceptional service for your community, and this increase will allow us to continue to achieve your goals. Thank you.

Jordan Meissner
District Manager



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