



Rizzetta & Company

Diamond Hill Community Development District

Board of Supervisors' Meeting February 13, 2023

**District Office:
2700 S. Falkenburg Road, Suite 2745
Riverview, Florida 33578
813.533.2950**

www.diamondhillcdd.org

DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT AGENDA

At the office of Rizzetta & Company, Inc., located at 2700 S. Falkenburg Road, Suite
2745, Riverview, FL 33578.

District Board of Supervisors	Ferdinand Ramos James Oliver Linda Dunn Douglas Taggerty Ed Craig	Chairman Vice Chairman Assistant Secretary Assistant Secretary 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 · 2700 S. FALKENBURG RD, STE 2745, RIVERVIEW, FL 33578
MAILING OFFICE · 3434 COLWELL AVE STE 200· TAMPA, FL 33614
www.diamondhillcdd.org

February 8, 2023

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 13, 2023, at 2:00 p.m.** at the office of Rizzetta & Company, Inc., located at 2700 S. Falkenburg Road, Suite 2745, 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 December 12, 2022 Tab 1
 - B. Consideration of Operation & Maintenance Expenditures for October, November, and December 2022..... Tab 2
- 4. STAFF REPORTS**
 - A. Aquatic Maintenance Update Tab 3
 - B. Landscape and Irrigation Maintenance Update..... Tab 4
 - C. District Counsel Update
 - D. District Engineer Update
 - E. District Manager Update
 1. Review of District Manager Report..... Tab 5
- 5. BUSINESS ITEMS**
 - A. Discussion of Tree Removal Reimbursement
 - B. Consideration of Resolution 2023-01, Redesignating Officers.....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,
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, October 10, 2022, at 2:00 p.m.** at the office of Rizzetta & Company, Inc., located at 2700 S. Falkenburg Road, Suite 2745, Riverview FL, 33578. The following is the agenda for this meeting:

Present and constituting a quorum:

Ferdinand Ramos	Board Supervisor, Chairman
Linda Dunn	Board Supervisor, Assistant Secretary
Ed Craig	Board Supervisor, Assistant Secretary
Douglas Taggerty	Board Supervisor, Assistant Secretary

Also present were:

Christina Newsome	District Manager, Rizzetta & Co., Inc.
John Vericker	Straley Robin Vericker (via Phone)

Audience	Present.
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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 was an audience present. A resident made comments on a more detailed landscape.

THIRD ORDER OF BUSINESS **Presentation of Oath of Office**

On a Motion by Mr. Taggerty seconded by Ms. Dunn, with all in favor, the Board of Supervisors accepted the resignation of Ed Craig, for the Diamond Hill Community Development District.

44

On a Motion by Mr. Ramos seconded by Mr. Taggerty, with all in favor, the Board of Supervisors nominated Mr. Pollard to Seat 4, for the Diamond Hill Community Development District.

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46 **FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-01,
Redesignating Officers**

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48 Tabled to the next meeting.

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50 **FIFTH ORDER OF BUSINESS**

Consideration of Aquatics Proposals

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On a Motion by Mr. Ramos seconded by Mr. Taggerty, with all in favor, the Board of Supervisors approved for Staff to send a 30-day termination to Solitude and to begin the contract with Advanced Weed Control after the term period, for the Diamond Hill Community Development District.

52

53 **SIXTH ORDER OF BUSINESS**

**Presentation of Single Lot
Line Survey**

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56 Ms. Newsome presented the Lot Survey to the Board for review. The Board has
57 requested a revised lot survey to make the property line more distinctive.

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59 **SEVENTH ORDER OF BUSINESS**

**Consideration of Fiscal Year
2021-2022 Audit Engagement Letter**

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On a Motion by Mr. Ramos seconded by Ms. Dunn, with all in favor, the Board of Supervisors accepted the Fiscal Year 2021-2022, Audit Engagement Letter, for the Diamond Hill Community Development District.

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63 **EIGHTH ORDER OF BUSINESS**

Staff Reports

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65 **A. Aquatic Maintenance Report**

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67 There were no updates.

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69 **B. Landscape & Irrigation Maintenance Report**

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ELEVENTH ORDER OF BUSINESS **Supervisor Requests**

There were no supervisors' requests currently.

TWELFTH ORDER OF BUSINESS **Adjournment**

On a Motion by Ms. Dunn, seconded by Mr. Ramos, with all in favor, the Board of Supervisors adjourned the meeting at 3:12 p.m., for the Diamond Hill Community Development District.
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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 October 2022 For Board Approval

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

The total items being presented: **\$10,258.98**

Approval of Expenditures:

_____Chairperson

_____Vice Chairperson

_____Assistant Secretary

Diamond Hill Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2022 Through October 31, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Innersync Studio, Ltd	100015	201715	Web Hosing Quarterly Service 10/22	\$ 384.38
Douglas Taggerty	100017	DT101022	Board of Supervisors Meeting 10/10/22	\$ 200.00
Ferdinand Ramos	100018	FR101022	Board of Supervisors Meeting 10/10/22	\$ 200.00
James A. Oliver	100019	JO101022	Board of Supervisors Meeting 10/10/22	\$ 200.00
Linda L. Dunn	100020	LD101022	Board of Supervisors Meeting 10/10/22	\$ 200.00
Rizzetta & Company, Inc.	100016	INV0000071806	District Management Fees 10/22	\$ 4,083.75
Solitude Lake Management, LLC	100021	PSI-12064	Lake and Pond Services 09/22	\$ 771.47
Straley Robin Vericker	100022	22081	Professional Services Through 09/15/22	\$ 183.00
TECO	20221024-1	211010801895	211010801895 9/22	\$ 74.70
Thurman E Craig Jr	100023	EC101022	Board of Supervisors Meeting 10/10/22	\$ 200.00
Yellowstone Landscape	100014	TM 419738	Landscape Maintenance 09/22	\$ <u>3,761.68</u>
Report Total				\$ <u>10,258.98</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 November 2022 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from November 1, 2022 through November 30, 2022. This does not include expenditures previously approved by the Board.

The total items being presented: **\$14,057.28**

Approval of Expenditures:

_____Chairperson

_____Vice Chairperson

_____Assistant Secretary

Diamond Hill Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2022 Through November 30, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Florida Department of Economic Opportunity	100025	86747	Special District Fee FY22-23	\$ 175.00
Rizzetta & Company, Inc.	100026	INV0000071953	Assessment Roll FY 22-23	\$ 5,304.00
Rizzetta & Company, Inc.	100024	INV0000072642	District Management Fees 11/22	\$ 4,083.83
Straley Robin Vericker	100027	22220	Professional Services Through 10/15/22	\$ 640.50
TECO	EFT	211010801895 10/22	211010801895 10/22	\$ 65.27
Times Publishing Company	100028	0000247481 10/02/22	Legal Advertising 10/22	\$ 530.00
Yellowstone Landscape	100029	TM 138981	Landscape Maintenance 10/22	\$ 3,258.68
Report Total				<u>\$ 14,057.28</u>

Tab 2B

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 December 2022 For Board Approval

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

The total items being presented: **\$15,796.56**

Approval of Expenditures:

_____Chairperson

_____Vice Chairperson

_____Assistant Secretary

Diamond Hill Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2022 Through December 31, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Ferdinand Ramos	100037	FR121222	Board of Supervisors Meeting 12/12/22	\$ 200.00
Johnson Mirmiran & Thompson, Inc.	100031	39-200986	Engineering Services 10/22	\$ 400.00
Rizzetta & Company, Inc.	100030	INV0000073288	District Management Fees 12/22	\$ 4,083.83
Solitude Lake Management, LLC	100032	PSI-22133	Lake and Pond Services 11/22	\$ 750.00
Straley Robin Vericker	100033	21805	Professional Services Through 07/15/22	\$ 91.50
Straley Robin Vericker	100034	22368	Professional Services Through 11/15/22	\$ 653.28
TECO	EFT	211010801895 11/22	211010801895 11/22	\$ 70.77
Thurman E Craig Jr	100038	EC121222	Board of Supervisors Meeting 12/12/22	\$ 200.00
Yellowstone Landscape	100035	TM 457692	Pine Tree Removal 11/22	\$ 3,000.00
Yellowstone Landscape	100035	TM 458676	Landscape Maintenance 11/22	\$ 3,847.18
Yellowstone Landscape	100035	TM 475693	Landscape Maintenance 11/22	\$ 2,000.00
Yellowstone Landscape	100036	TM 462715	Landscape Maintenance 08/22	<u>\$ 500.00</u>
Report Total				<u>\$ 15,796.56</u>

Tab 3



AQUATIC WEED CONTROL, Inc.

Orlando - Ft. Myers - Tampa - Daytona Beach 800-543-6694

Lake & Wetland Customer Service Report

Job Name: _____

Customer Number: 1368 Customer: DIAMOND HILL CDD

Technician: Jason

Date: 01/27/2023 Time: 03:00 PM

Customer Signature: _____

Waterway Treatment	Algae	Submersed Weeds	Grasses and brush	Floating Weeds	Blue Dye	Inspection	Request for Service	Restriction	# of days
1	x		x						
2	x		x						
3	x		x						
4	x		x						
5	x		x						
6			x						
7			x						
8			x						
9			x						
10			x						
11			x						
12			x						
13			x						
14			x						
15			x						

CLARITY	FLOW	METHOD	CARP PROGRAM	WATER LEVEL	WEATHER
<input checked="" type="checkbox"/> < 1'	<input checked="" type="checkbox"/> None	<input checked="" type="checkbox"/> ATV	<input type="checkbox"/> Boat	<input type="checkbox"/> High	<input checked="" type="checkbox"/> Clear
<input type="checkbox"/> 1-2'	<input type="checkbox"/> Slight	<input type="checkbox"/> Airboat	<input type="checkbox"/> Truck	<input checked="" type="checkbox"/> Normal	<input type="checkbox"/> Cloudy
<input type="checkbox"/> 2-4'	<input type="checkbox"/> Visible	<input type="checkbox"/> Backpack	<input type="checkbox"/> Barrier Inspected	<input type="checkbox"/> Low	<input checked="" type="checkbox"/> Windy
<input type="checkbox"/> > 4'					<input type="checkbox"/> Rainy

FISH and WILDLIFE OBSERVATIONS

<input type="checkbox"/> Alligator	<input type="checkbox"/> Catfish	<input type="checkbox"/> Gallinules	<input type="checkbox"/> Osprey	<input type="checkbox"/> Woodstork
<input type="checkbox"/> Anhinga	<input type="checkbox"/> Coots	<input type="checkbox"/> Gambusia	<input type="checkbox"/> Otter	<input type="checkbox"/> _____
<input type="checkbox"/> Bass	<input type="checkbox"/> Cormorant	<input type="checkbox"/> Herons	<input type="checkbox"/> Snakes	<input type="checkbox"/> _____
<input type="checkbox"/> Bream	<input type="checkbox"/> Egrets	<input type="checkbox"/> Ibis	<input type="checkbox"/> Turtles	

NATIVE WETLAND HABITAT MAINTENANCE	Beneficial Vegetation Notes:
<input type="checkbox"/> Arrowhead	<input type="checkbox"/> Naiad
<input type="checkbox"/> Bacopa	<input type="checkbox"/> Pickerelweed
<input type="checkbox"/> Blue Flag Iris	<input type="checkbox"/> Soft Rush
<input type="checkbox"/> Bulrush	<input type="checkbox"/> _____
<input type="checkbox"/> Chara	<input type="checkbox"/> _____
<input type="checkbox"/> Cordgrass	<input type="checkbox"/> _____
<input type="checkbox"/> Golden Canna	
<input type="checkbox"/> Gulf Spikerush	
<input type="checkbox"/> Lily	

Tab 4



**Diamond Hill CDD 2/7/23,
11:14 AM**

Josh Oliva

Tuesday, February 7, 2023

Prepared For Rizzetta

15 Observations Identified



Crape Myrtle Pruning
Property Manager
All crapes throughout district set
to be cut back first week of March.



Flax Lillies
Property Manager
Flax that were cutback by different
company are coming back
beautifully



Mowing

Property Manager

Mowing is being completed as contracted throughout district



Gem Luster Common Area

YL Crew

Ensure we are servicing the open common area with every service. Edging, weeds and pickup of all mosses and big debris



Debris Pile- Gem Luster

Property Manager

Remove big debris pile that was forgotten with services. Pile is at the back of the open common area on Gem Luster



Gem Luster

YL Crew

Ensure we are adding this common area to ensure edging does not move inward and lost district ground



Pond Mowing

Property Manager

Ponds on gem luster are being maintained



Behind 1449 Emerald Hill Way

YL Crew

Drainage culvert. Ensure we are mowing as close to the drainage culvert as possible with regular services to avoid any overgrowth around the culvert



Fence line

YL Crew

Mow as close to fence line along back side of cluster of ponds on Emerald Hill way just past Gem luster. Common area has multiple dry ponds.



Emerald Hill Common Area

Property Manager

Common areas along emerald hill in great shape. Crews are maintaining and have lifted trees well above scope of service.



Facet View Common Area
Property Manager
Work being completed on
common area along facet View.
Work not being completed by
yellowstone



Facet View Pump Area
Property Manager
Pump area is being maintained
and all conservation around has
been pushed back



Emerald Hill Way Pond Mowing
Property Manager / YL Crew
Pond mowing and conservation
pushbacks are being completed
on ponds throughout emerald hill

Remove mosses throughout
common areas along emerald hill
way



2/2/23



Lady Palms - Brilliant Cut Entrance
YL Crew

Thin out the lady palms at both sides of brilliant cut way entrance and clean up.

Also hand pull the lady palm pups growing up through the Jasmine (Pictured Above)

Josh Oliva
Yellowstone

Tab 5



Rizzetta & Company

February 13

District Manager's Report

2023

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UPCOMING DATES TO REMEMBER

- **Next Meeting:** April 10, 2022

<u>FINANCIAL SUMMARY</u>	<u>12/31/2022</u>
General Fund Cash & Investment Balance:	\$629,278
Reserve Fund Cash & Investment Balance:	\$686,957
Debt Service Fund Investment Balance:	\$275,576
Total Cash and Investment Balances:	\$1,591,811
General Fund Expense Variance:	Under Budget \$7,729

Tab 6

RESOLUTION 2023-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT DESIGNATING THE OFFICERS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Diamond Hill Community Development District (hereinafter the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Hillsborough County, Florida; and

WHEREAS, the Board of Supervisors of the District desires to designate the Officers of the District.

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

Section 1. _____ is appointed Chairman.

Section 2. _____ is appointed Vice Chairman.

Section 3. _____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.

Section 4. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 13th DAY OF FEBRUARY 2023.

**DIAMOND HILL COMMUNITY
DEVELOPMENT DISTRICT**

CHAIRMAN/VICE CHAIRMAN

ATTEST:

SECRETARY/ASST. SECRETARY