



Rizzetta & Company

# **Diamond Hill Community Development District**

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**Board of Supervisors' Meeting  
June 12, 2023**

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

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

# **DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT AGENDA**

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

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

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

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

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

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

**DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT**  
**DISTRICT OFFICE · 2700 S. FALKENBURG RD, STE 2745, RIVERVIEW, FL 33578**  
**MAILING OFFICE · 3434 COLWELL AVE STE 200· TAMPA, FL 33614**  
**www.diamondhillcdd.org**

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June 9, 2023

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

**REVISED FINAL AGENDA**

Dear Board Members:

The regular meeting of the Board of Supervisors of the Diamond Hill Community Development District will be held on **Monday, June 12, 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 April 10, 2023 .....Tab 1
  - B. Consideration of Operation & Maintenance Expenditures for March 2023 .....Tab 2
- 4. STAFF REPORTS**
  - A. Aquatic Maintenance Update .....Tab 3
  - B. 1. Consideration of Pond #15 Sediment Removal Proposal.....Tab 4
  - C. Landscape and Irrigation Maintenance Update.....Tab 5
    1. Discussion of Landscape Concerns
  - D. District Counsel Update
  - E. District Engineer Update
  - F. District Manager Update
    1. Review of District Manager Report.....Tab 6
    2. Update to District Financials..... Tab 7
- 5. BUSINESS ITEMS**
  - A. Discussion of Investment Options**
  - B. Presentation of Fiscal Year 2023-2024 Proposed Budget
    1. Consideration of Resolution 2023-02, Adopting Fiscal Year 2023-2024 Proposed Budget, and Setting a Public Hearing on the Final Budget.....Tab 8
  - C. Discussion of Concerns Regarding the Tree Removal.....Tab 9
  - D. Discussion of Tree Removal Reimbursement
- 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

# 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, April 10, 2023, 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	<b>Board Supervisor, Chairman</b>
James Oliver	<b>Board Supervisor, Vice Chairman</b>
Linda Dunn	<b>Board Supervisor, Assistant Secretary</b>
John Pollard	<b>Board Supervisor, Assistant Secretary</b>
Douglas Taggerty	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Christina Newsome	<b>District Manager, Rizzetta &amp; Co., Inc.</b>
Catherine Hopkinson	<b>Straley Robin Vericker (via Phone)</b>
Tad Roman	<b>Representative; Yellowstone Landscaping</b>

Audience	<b>Not Present.</b>
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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 were no audience members present.

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of Board of  
Supervisors Meeting held  
on February 13, 2023**

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On a Motion by Mr. Taggerty, seconded by Ms. Dunn, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors meeting held on February 13, 2023, for the Diamond Hill Community Development District.

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**FOURTH ORDER OF BUSINESS**

**Consideration of Operation and  
Maintenance for January and  
February 2023**

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On a Motion by Mr. Ramos, seconded by Mr. Oliver, with all in favor, the Board of Supervisors ratified the Operation and Maintenance Expenditures report for January (\$16,432.66) and February (\$8,671.25) 2023, for the Diamond Hill Community Development District.

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**FIFTH ORDER OF BUSINESS**

**Staff Reports**

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**A. Aquatic Maintenance Update**

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Tad Roman presented the Aquatic Maintenance Update to the Board.

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**B. Landscape & Irrigation Maintenance Report**

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Josh Olivia was not present. Ms. Newsome presented the Landscape and Irrigation Maintenance Report to the Board. Ms. Newsome informed the Board that the Crepe Myrtles are not installed due to the dry conditions and the tree has been removed from behind the Vorick's House. The Board informed Ms. Newsome that the ant hills on Facet View Way need to be treated.

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**C. District Counsel**

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Catherine Hopkinson was present; no report was given.

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**D. District Engineer Update**

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Not present; no report given from District Engineer.

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**E. District Manager Update**

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Next meeting will be June 12, 2023, at 2:00 p.m.

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1. Review of District Manager Report

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

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83 2. Update to District Financials

84

85 Ms. Newsome presented the District Financials to the Board.

86

87 **SIXTH ORDER OF BUSINESS**

**Discussion of Fiscal Year  
2023-2024 Budget**

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90 A discussion ensued regarding the Fiscal Year 2023-2024 Budget.

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92 **SEVENTH ORDER OF BUSINESS**

**Supervisor Requests**

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94 Mr. Pollard has requested that he become a non-paid Board Member and  
95 returned his last check from the previous meeting. Mr. Ramos has requested that  
96 District Counsel be removed from the financial statement distribution email list.

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98 **EIGHTH ORDER OF BUSINESS**

**Adjournment**

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On a Motion by Mr. Taggerty, seconded by Mr. Oliver, with all in favor, the Board of Supervisors adjourned the meeting at 2:25 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

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

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

## **Operation and Maintenance Expenditures March 2023 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from March 1, 2023 through March 31, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$10,694.02**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

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

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

# Diamond Hill Community Development District

## Paid Operation & Maintenance Expenditures

March 1, 2023 Through March 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Aquatic Weed Control, Inc.	100062	80422	Waterway Service 01/23	\$ 750.00
Aquatic Weed Control, Inc.	100060	81473	Waterway Service 02/23	\$ 750.00
Aquatic Weed Control, Inc.	100062	81614	Waterway Service 03/23	\$ 750.00
Rizzetta & Company, Inc.	100059	INV0000078075	District Management Fees 03/23	\$ 4,083.83
Straley Robin Vericker	100061	22755	Professional Services Through 02/15/23	\$ 732.00
TECO	03242023-1	211010801895 02/23	211010801895 02/23	\$ 78.51
Yellowstone Landscape	100063	TM 494869	Landscape Maintenance 03/23	\$ <u>3,549.68</u>
<b>Report Total</b>				<b>\$ <u>10,694.02</u></b>

## **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: Aleksey and Jose

Date: 04/17/2023 Time: 01:50 PM

Customer Signature: \_\_\_\_\_

Waterway Treatment	Algae	Submersed Weeds	Grasses and brush	Floating Weeds	Blue Dye	Inspection	Request for Service	Restriction	# of days
1			X						
2			X						
3			X						
4			X						
5			X						
6			X						
7			X						

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

<input checked="" type="checkbox"/> Alligator <input type="checkbox"/> Anhinga <input type="checkbox"/> Bass <input type="checkbox"/> Bream	<input type="checkbox"/> Catfish <input type="checkbox"/> Coots <input type="checkbox"/> Cormorant <input type="checkbox"/> Egrets	<input type="checkbox"/> Gallinules <input type="checkbox"/> Gambusia <input type="checkbox"/> Herons <input checked="" type="checkbox"/> Ibis	<input type="checkbox"/> Osprey <input type="checkbox"/> Otter <input type="checkbox"/> Snakes <input checked="" type="checkbox"/> Turtles	<input type="checkbox"/> Woodstork <input type="checkbox"/> _____ <input type="checkbox"/> _____
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<b>NATIVE WETLAND HABITAT MAINTENANCE</b>	<b>Beneficial Vegetation Notes:</b>
<input type="checkbox"/> Arrowhead <input type="checkbox"/> Bulrush <input type="checkbox"/> Golden Canna <input type="checkbox"/> Bacopa <input type="checkbox"/> Chara <input type="checkbox"/> Gulf Spikerush <input type="checkbox"/> Blue Flag Iris <input type="checkbox"/> Cordgrass <input type="checkbox"/> Lily	<input type="checkbox"/> Naiad <input type="checkbox"/> _____ <input checked="" type="checkbox"/> Pickerelweed <input type="checkbox"/> Soft Rush <input type="checkbox"/> _____







# Tab 3A





# 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: Aleksey Solano

Date: 05/10/2023 Time: 12:39 PM

Customer Signature: \_\_\_\_\_

Waterway Treatment	Algae	Submersed Weeds	Grasses and brush	Floating Weeds	Blue Dye	Inspection	Request for Service	Restriction	# of days
15			X						
12			X						
13			X						
14			X						
9			X						
10			X						
11			X						

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

- 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 checked="" 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 checked="" type="checkbox"/> Ibis | <input checked="" type="checkbox"/> Turtles |                                    |

- |   |  |
|---|--|
| <b>NATIVE WETLAND HABITAT MAINTENANCE</b>     | <b>Beneficial Vegetation Notes:</b>              |
| <input checked="" type="checkbox"/> Arrowhead | <input type="checkbox"/> Naiad                   |
| <input type="checkbox"/> Bacopa               | <input checked="" 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 checked="" type="checkbox"/> Cordgrass |  |
| <input type="checkbox"/> Golden Canna         |  |
| <input type="checkbox"/> Gulf Spikerush       |  |
| <input checked="" type="checkbox"/> Lily      |  |





# Tab 4



# Aquatic Weed Control, Inc.

Your **CLEAR** Choice in Waterway Management Since 1992

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**THIS AGREEMENT** made the date set forth below, by and between **Aquatic Weed Control, Inc.** Hereinafter called, "**AWC**", and

**Diamond Hill CDD**  
c/o Rizzetta & Company  
2700 S. Falkenburg Road, Suite 2745  
Riverview, Florida 33578  
Christina Newsome 813-533-2950 [cnewsome@rizzetta.com](mailto:cnewsome@rizzetta.com)

**06/05/2023**

Hereinafter called "**CUSTOMER**". The parties hereto agree as follows:

**AWC** agrees to dig out the sediment build up in Pond #15 to provide better waterflow into the retention pond associated located at **Diamond Hill CDD**. All debris will be disposed of off the premises.

**Total investment of \$ 697.00**

Payment is due in full within 30 days of the invoice date. Unpaid invoices will accrue interest at 1.5% per month.

**AWC** maintains 2 million dollars general liability, 1 million dollars commercial auto, pollution liability, herbicide/pesticide operations, watercraft liability, workers compensation and 5 million dollars excess umbrella. Certificates will be provided upon request.

## ACCEPTANCE OF AGREEMENT

*Tad Roman*

\_\_\_\_\_  
Aquatic Weed Control, Inc.

\_\_\_\_\_  
Customer's Signature Title

\_\_\_\_\_  
Print Signature Date

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

# Tab 5

# Yellowstone Landscape (Tampa)



30319 Commerce Drive, San Antonio, FL 33576 - 813.223.6999

## Property

Diamond Hill CDD  
1627 Emerald Hill Way  
Valrico, FL 33594

## Contact

Taylor Nielson  
tnielson@rizzetta.com

## Inspection

Date: 4/27/2023  
Inspector: Josiah Ball

## Estimate Summary

Total: \$0.00  
(plus applicable taxes)

## Service Summary

Service	Quantity	Cost
No Services		
Total (plus applicable taxes):		\$0.00

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

# Service Detail

*No Services*





## **Tab 6**



Rizzetta & Company

June 12

# District Manager's Report

# 2023

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## UPCOMING DATES TO REMEMBER

- **Next Meeting:** August 14, 2023 – Public Hearing for Budget Adoption
- **Next Election:** November 2024

<u>FINANCIAL SUMMARY</u>	<u>4/30/2023</u>
General Fund Cash & Investment Balance:	\$604,834
Reserve Fund Cash & Investment Balance:	\$691,255
Debt Service Fund Investment Balance:	\$296,596
<b>Total Cash and Investment Balances:</b>	<b>\$1,592,685</b>
<b>General Fund Expense Variance: \$17,496</b>	<b>Under Budget</b>

RASI Reports [rasireports@rizzetta.com](mailto:rasireports@rizzetta.com) • CDD Finance Team [CDDFinTeam@rizzetta.com](mailto:CDDFinTeam@rizzetta.com)

# Tab 7



Rizzetta & Company

# **Diamond Hill Community Development District**

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**Financial Statements  
(Unaudited)**

**April 30, 2023**

**Prepared by: Rizzetta & Company, Inc.**

[diamondhillcdd.org](http://diamondhillcdd.org)  
[rizzetta.com](http://rizzetta.com)

**Diamond Hill Community Development District**

Balance Sheet  
As of 04/30/2023  
(In Whole Numbers)

	General Fund	Reserve Fund	Debt Service Fund	Total Gvmnt Fund	Fixed Assets Group	Long-Term Debt
<b>Assets</b>						
Cash In Bank	200,480	0	4,590	205,070	0	0
Investments	404,354	691,255	292,006	1,387,615	0	0
Accounts Receivable	4,045	0	4,186	8,231	0	0
Prepaid Expenses	1,778	0	0	1,778	0	0
Fixed Assets	0	0	0	0	2,812,478	0
Amount Available in Debt Service	0	0	0	0	0	300,782
Amount To Be Provided Debt Service	0	0	0	0	0	1,564,218
<b>Total Assets</b>	<b>610,657</b>	<b>691,255</b>	<b>300,782</b>	<b>1,602,694</b>	<b>2,812,478</b>	<b>1,865,000</b>
<b>Liabilities</b>						
Accounts Payable	4,945	0	0	4,945	0	0
Accrued Expenses	1,585	0	0	1,585	0	0
Revenue Bonds Payable-Long Term	0	0	0	0	0	1,865,000
<b>Total Liabilities</b>	<b>6,530</b>	<b>0</b>	<b>0</b>	<b>6,530</b>	<b>0</b>	<b>1,865,000</b>
<b>Fund Equity &amp; Other Credits</b>						
Beginning Fund Balance	512,249	665,105	121,432	1,298,786	0	0
Investment In General Fixed Assets	0	0	0	0	2,812,478	0
Net Change in Fund Balance	91,878	26,150	179,350	297,378	0	0
<b>Total Fund Equity &amp; Other Credits</b>	<b>604,127</b>	<b>691,255</b>	<b>300,782</b>	<b>1,596,164</b>	<b>2,812,478</b>	<b>0</b>
<b>Total Liabilities &amp; Fund Equity</b>	<b>610,657</b>	<b>691,255</b>	<b>300,782</b>	<b>1,602,694</b>	<b>2,812,478</b>	<b>1,865,000</b>

See Notes to Unaudited Financial Statements

**Diamond Hill Community Development District**

## Statement of Revenues and Expenditures

As of 04/30/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 04/30/2023	Year To Date 04/30/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Revenues</b>				
Interest Earnings				
Interest Earnings	0	0	3,605	(3,605)
Special Assessments				
Tax Roll	180,838	180,838	182,545	(1,707)
<b>Total Revenues</b>	<b>180,838</b>	<b>180,838</b>	<b>186,150</b>	<b>(5,312)</b>
<b>Expenditures</b>				
Legislative				
Supervisor Fees	7,000	4,083	3,400	684
<b>Total Legislative</b>	<b>7,000</b>	<b>4,083</b>	<b>3,400</b>	<b>684</b>
Financial & Administrative				
Administrative Services	4,774	2,785	2,785	0
District Management	19,694	11,488	11,488	0
District Engineer	7,000	4,084	2,555	1,528
Trustees Fees	4,000	4,000	3,556	444
Assessment Roll	5,304	5,304	5,304	0
Financial & Revenue Collections	5,304	3,094	3,094	0
Accounting Services	18,034	10,519	10,520	0
Auditing Services	3,300	0	0	0
Public Officials Liability Insurance	3,196	3,196	2,733	463
Legal Advertising	2,000	1,167	530	637
Dues, Licenses & Fees	175	175	175	0
Miscellaneous Fees	300	175	0	175
Website Hosting, Maintenance, Backup & Email	3,100	1,808	1,853	(45)
<b>Total Financial &amp; Administrative</b>	<b>76,181</b>	<b>47,795</b>	<b>44,593</b>	<b>3,202</b>
Legal Counsel				
District Counsel	7,500	4,375	4,948	(573)
<b>Total Legal Counsel</b>	<b>7,500</b>	<b>4,375</b>	<b>4,948</b>	<b>(573)</b>
Electric Utility Services				
Utility Services	1,000	584	558	25
<b>Total Electric Utility Services</b>	<b>1,000</b>	<b>584</b>	<b>558</b>	<b>25</b>
Stormwater Control				
Aquatic Maintenance	9,300	5,425	5,250	175
Lake/Pond Bank Maintenance & Repair	2,250	1,312	0	1,313
Aquatic Plant Replacement	1,000	583	0	583
Stormwater System Maintenance	1,000	584	0	583

See Notes to Unaudited Financial Statements

**Diamond Hill Community Development District**

## Statement of Revenues and Expenditures

As of 04/30/2023

(In Whole Numbers)

	Year Ending	Through	Year To Date	
	09/30/2023	04/30/2023	04/30/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Miscellaneous Expense	1,000	583	0	583
Total Stormwater Control	14,550	8,487	5,250	3,237
Other Physical Environment				
Property Insurance	1,962	1,962	1,144	818
General Liability Insurance	3,552	3,552	3,038	514
Entry & Walls Maintenance & Repair	1,000	583	0	584
Landscape Maintenance	48,351	28,205	29,491	(1,286)
Ornamental Lighting & Maintenance	1,000	583	0	583
Well Maintenance	2,000	1,167	0	1,167
Landscape Replacement Plants, Shrubs, Trees	5,000	2,917	0	2,916
Holiday Decorations	1,500	1,500	1,350	150
Miscellaneous Expense	1,000	583	0	584
Irrigation Repair	2,000	1,167	500	666
Total Other Physical Environment	67,365	42,219	35,523	6,696
Contingency				
Miscellaneous Contingency	7,242	4,224	0	4,225
Total Contingency	7,242	4,224	0	4,225
Total Expenditures	180,838	111,767	94,272	17,496
Total Excess of Revenues Over(Under) Expen- ditures	0	69,071	91,878	(22,807)
Fund Balance, Beginning of Period	0	0	512,249	(512,249)
Total Fund Balance, End of Period	0	69,071	604,127	(535,056)

**Diamond Hill Community Development District**

## Statement of Revenues and Expenditures

As of 04/30/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 04/30/2023	Year To Date 04/30/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Revenues</b>				
Interest Earnings				
Interest Earnings	0	0	6,151	(6,151)
Special Assessments				
Tax Roll	20,000	20,000	20,000	0
<b>Total Revenues</b>	<u>20,000</u>	<u>20,000</u>	<u>26,151</u>	<u>(6,151)</u>
<b>Expenditures</b>				
Contingency				
Capital Reserve	20,000	11,667	0	11,667
Total Contingency	<u>20,000</u>	<u>11,667</u>	<u>0</u>	<u>11,667</u>
<b>Total Expenditures</b>	<u>20,000</u>	<u>11,667</u>	<u>0</u>	<u>11,667</u>
<b>Total Excess of Revenues Over(Under) Expenditures</b>	<u>0</u>	<u>8,333</u>	<u>26,151</u>	<u>(17,817)</u>
<b>Fund Balance, Beginning of Period</b>	<u>0</u>	<u>0</u>	<u>665,104</u>	<u>(665,105)</u>
<b>Total Fund Balance, End of Period</b>	<u>0</u>	<u>8,333</u>	<u>691,255</u>	<u>(682,922)</u>



**Diamond Hill Community Development District**

## Statement of Revenues and Expenditures

As of 04/30/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 04/30/2023	Year To Date 04/30/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Revenues</b>				
Interest Earnings				
Interest Earnings	0	0	2,713	(2,713)
Special Assessments				
Tax Roll	207,704	207,704	209,647	(1,944)
<b>Total Revenues</b>	<u>207,704</u>	<u>207,704</u>	<u>212,360</u>	<u>(4,657)</u>
<b>Expenditures</b>				
Debt Service				
Interest	67,704	67,704	33,010	34,694
Principal	140,000	140,000	0	140,000
<b>Total Debt Service</b>	<u>207,704</u>	<u>207,704</u>	<u>33,010</u>	<u>174,694</u>
<b>Total Expenditures</b>	<u>207,704</u>	<u>207,704</u>	<u>33,010</u>	<u>174,694</u>
<b>Total Excess of Revenues Over(Under) Expenditures</b>	<u>0</u>	<u>0</u>	<u>179,350</u>	<u>(179,350)</u>
<b>Fund Balance, Beginning of Period</b>	<u>0</u>	<u>0</u>	<u>121,432</u>	<u>(121,432)</u>
<b>Total Fund Balance, End of Period</b>	<u>0</u>	<u>0</u>	<u>300,782</u>	<u>(300,782)</u>

**Diamond Hill CDD**  
**Investment Summary**  
**April 30, 2023**

<u>Account</u>	<u>Investment</u>	<u>Balance as of</u> <u>April 30, 2023</u>
Truist Bank	Money Market Account	\$ 3,059
Bank of Tampa	Money Market Account	3,654
Bank of Tampa ICS Program		
Pacific Western Bank	Money Market Account	55,176
Merchants Bank of Indiana	Money Market Account	93,650
Western Alliance Bank	Money Market Account	9
Popular Bank	Money Market Account	248,806
	<b>Total General Fund Investments</b>	<b>\$ 404,354</b>
Bank of Tampa ICS Capital Reserve		
Western Alliance Bank	Money Market Account	\$ 39
First Republic Bank	Money Market Account	248,806
Pinnacle Bank	Money Market Account	248,806
Pacific Western Bank	Money Market Account	193,604
	<b>Total Reserve Fund Investments</b>	<b>\$ 691,255</b>
US Bank Series 2013 Revenue	First American Treasury Obligation Fund Class Z	\$ 270,784
US Bank Series 2013 Reserve	First American Treasury Obligation Fund Class Z	21,222
	<b>Total Debt Service Fund Investments</b>	<b>\$ 292,006</b>

**Diamond Hill Community Development District  
Summary A/R Ledger  
From 04/01/2023 to 04/30/2023**

<b>Fund_ID</b>	<b>Fund Name</b>	<b>Customer</b>	<b>Invoice Number</b>	<b>AR Account</b>	<b>Date</b>	<b>Balance Due</b>	
<b>740, 2685</b>	740-001	740 General Fund	Hillborough County	AR00000352	12110	10/01/2022	4,044.57
			Tax Collector				
<b>Sum for 740, 2685</b>							<b>4,044.57</b>
<b>740, 2687</b>	740-200	740 Debt Service	Hillborough County	AR00000352	12110	10/01/2022	4,186.42
		Fund S2013	Tax Collector				
<b>Sum for 740, 2687</b>							<b>4,186.42</b>
<b>Sum for 740</b>							<b>8,230.99</b>
<b>Sum Total</b>							<b>8,230.99</b>

See Notes to Unaudited Financial Statements

**Diamond Hill Community Development District  
Summary A/P Ledger  
From 04/1/2023 to 04/30/2023**

Fund Name	GL posting date	Vendor name	Document number	Description	Balance Due
<b>740, 2685</b>					
740 General Fund	04/25/2023	Aquatic Weed Control, 82764 Inc.		Waterway Service 04/23	750.00
740 General Fund	04/15/2023	Straley Robin Vericker 23032		Professional Services Through 04/15/23	639.40
740 General Fund	04/25/2023	U.S. Bank	6905438	Trustee Fees Series 2013 /	1,777.88
740 General Fund	04/25/2023	U.S. Bank	6905438	04/01/23-0331/24 Trustee Fees Series 2013	1,777.87
				04/01/23-03/31/24	
<b>Sum for 740, 2685</b>					<b>4,945.15</b>
<b>Sum for 740</b>					<b>4,945.15</b>
<b>Sum Total</b>					<b>4,945.15</b>

**Diamond Hill Community Development District**  
**Notes to Unaudited Financial Statements**  
**April 30, 2023**

**Balance Sheet**

1. Trust statement activity has been recorded through 04/30/23.
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 FY22-23 Assessment Resolution adopted by the Board of Supervisors, (b) pursuant to Florida Statutes, Chapter 197 for assessments levied via the county tax roll.

# Tab 8

**RESOLUTION 2023-02**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED OPERATION AND MAINTENANCE BUDGET FOR FISCAL YEAR 2023/2024; 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, 2023 a proposed operation and maintenance budget for the fiscal year beginning October 1, 2023 and ending September 30, 2024 (“**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: \_\_\_\_\_

HOUR: 2:00 p.m.

LOCATION: The Offices of Rizzetta and Company, Inc.  
2700 S. Falkenburg Rd., Ste. 2745  
Riverview, FL 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 10, 2023.**

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 2023/2024**



# **Exhibit A**



Rizzetta & Company

# **Diamond Hill Community Development District**

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

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## **Proposed Budget Fiscal Year 2023/2024**

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**Proposed Budget  
Diamond Hill Community Development District  
General Fund  
Fiscal Year 2023/2024**

	Chart of Accounts Classification	Actual YTD through 04/30/23	Projected Annual Totals 2022/2023	Annual Budget for 2022/2023	Projected Budget variance for 2022/2023	Budget for 2023/2024	Budget Increase (Decrease) vs 2022/2023	Comments
1								
2	<b>REVENUES</b>							
3								
4	Interest Earnings							
5	Interest Earnings	\$ 3,605	\$ 6,180	\$ -	\$ 6,180	\$ -	\$ -	
6	Special Assessments							
7	Tax Roll*	\$ 182,545	\$ 182,545	\$ 180,838	\$ 1,707	\$ 180,838	\$ -	
8								
9	<b>TOTAL REVENUES</b>	<b>\$ 186,150</b>	<b>\$ 188,725</b>	<b>\$ 180,838</b>	<b>\$ 7,887</b>	<b>\$ 180,838</b>	<b>\$ -</b>	
10								
11	Balance Forward from Prior Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
12								
13	<b>TOTAL REVENUES AND BALANCE FORWARD</b>	<b>\$ 186,150</b>	<b>\$ 188,725</b>	<b>\$ 180,838</b>	<b>\$ 7,887</b>	<b>\$ 180,838</b>	<b>\$ -</b>	
14								
15	<b>EXPENDITURES - ADMINISTRATIVE</b>							
16								
17	Legislative							
18	Supervisor Fees	\$ 3,400	\$ 5,829	\$ 7,000	\$ 1,171	\$ 7,000	\$ -	
19	Financial & Administrative							
20	Administrative Services	\$ 2,785	\$ 4,774	\$ 4,774	\$ -	\$ 5,012	\$ 238	Economic Impact Increase
21	District Management	\$ 11,488	\$ 19,694	\$ 19,694	\$ -	\$ 20,678	\$ 984	Economic Impact Increase
22	District Engineer	\$ 2,555	\$ 4,380	\$ 7,000	\$ 2,620	\$ 7,000	\$ -	
23	Trustees Fees	\$ 3,556	\$ 3,556	\$ 4,000	\$ 444	\$ 4,000	\$ -	
24	Assessment Roll	\$ 5,304	\$ 5,304	\$ 5,304	\$ -	\$ 5,569	\$ 265	Economic Impact Increase
25	Financial & Revenue Collections	\$ 3,094	\$ 5,304	\$ 5,304	\$ -	\$ 5,569	\$ 265	Economic Impact Increase
26	Accounting Services	\$ 10,520	\$ 18,034	\$ 18,034	\$ -	\$ 18,935	\$ 901	Economic Impact Increase
27	Auditing Services	\$ -	\$ 3,300	\$ 3,300	\$ -	\$ 3,300	\$ -	
28	Public Officials Liability Insurance	\$ 2,733	\$ 2,733	\$ 3,196	\$ 463	\$ 3,196	\$ -	Projected by EGIS
29	Legal Advertising	\$ 530	\$ 909	\$ 2,000	\$ 1,091	\$ 2,000	\$ -	
30	Dues, Licenses & Fees	\$ 175	\$ 175	\$ 175	\$ -	\$ 175	\$ -	
31	Miscellaneous Fees (agendas)	\$ -	\$ -	\$ 300	\$ 300	\$ 300	\$ -	
32	Website Hosting, Maintenance, Backup (and Email)	\$ 1,853	\$ 3,177	\$ 3,100	\$ (77)	\$ 3,100	\$ -	Innersync \$1,538 plus RTS \$1,200
33	Legal Counsel							
34	District Counsel	\$ 4,948	\$ 8,482	\$ 7,500	\$ (982)	\$ 7,500	\$ -	
35								
36	<b>Administrative Subtotal</b>	<b>\$ 52,941</b>	<b>\$ 85,650</b>	<b>\$ 90,681</b>	<b>\$ 5,031</b>	<b>\$ 93,334</b>	<b>\$ 2,653</b>	
37								
38	<b>EXPENDITURES - FIELD OPERATIONS</b>							
39								
40	Electric Utility Services							
41	Utility Services	\$ 558	\$ 957	\$ 1,000	\$ 43	\$ 1,000	\$ -	
42	Stormwater Control							
43	Aquatic Maintenance	\$ 5,250	\$ 8,400	\$ 9,300	\$ 900	\$ 9,300	\$ -	Aquatic Weed Control Contract
44	Lake/Pond Bank Maintenance	\$ -	\$ -	\$ 2,250	\$ 2,250	\$ 2,250	\$ -	
45	Aquatic Plant Replacement	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	
46	Stormwater System Maintenance	\$ 950	\$ 1,629	\$ 1,000	\$ (629)	\$ 1,000	\$ -	
47	Miscellaneous Expense	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	
48	Other Physical Environment							
49	Property Insurance	\$ 1,144	\$ 1,486	\$ 1,962	\$ 476	\$ 1,962	\$ -	Projected by EGIS
50	General Liability Insurance	\$ 3,038	\$ 2,691	\$ 3,552	\$ 861	\$ 3,342	\$ (210)	Projected by EGIS
51	Entry & Walls Maintenance	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	
52	Landscape Maintenance	\$ 29,491	\$ 50,556	\$ 48,351	\$ (2,205)	\$ 48,351	\$ -	
53	Ornamental Lighting & Maintenance	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	



**Proposed Budget  
Diamond Hill Community Development District  
Reserve Fund  
Fiscal Year 2023/2024**

Chart of Accounts Classification	Actual YTD through 04/30/23	Projected Annual Totals 2022/2023	Annual Budget for 2022/2023	Projected Budget variance for 2022/2023	Budget for 2023/2024
<b>REVENUES</b>					
Special Assessments					
Tax Roll*	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	\$ 20,000
Other Miscellaneous Revenues					
Miscellaneous Revenues (interest)	\$ 6,151	\$ 10,545	\$ -	\$ 10,545	\$ -
<b>TOTAL REVENUES</b>	<b>\$ 26,151</b>	<b>\$ 30,545</b>	<b>\$ 20,000</b>	<b>\$ 10,545</b>	<b>\$ 20,000</b>
<b>TOTAL REVENUES AND BALANCE FORWARD</b>	<b>\$ 26,151</b>	<b>\$ 30,545</b>	<b>\$ 20,000</b>	<b>\$ 10,545</b>	<b>\$ 20,000</b>
<b>EXPENDITURES</b>					
Contingency					
Capital Reserves	\$ -	\$ 20,062	\$ 20,000	\$ (62)	\$ 20,000
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 20,062</b>	<b>\$ 20,000</b>	<b>\$ (62)</b>	<b>\$ 20,000</b>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$ 26,151</b>	<b>\$ 10,483</b>	<b>\$ -</b>	<b>\$ 10,483</b>	<b>\$ -</b>

## Diamond Hill Community Development District

4

## Debt Service

Fiscal Year 2023/2024

Charts of Accounts Classification	Series 2013	Budget for 2023/2024
<b>REVENUES</b>		
Special Assessments		
Net Special Assessments	\$207,703.77	\$207,703.77
<b>TOTAL REVENUES</b>	<b>\$207,703.77</b>	<b>\$207,703.77</b>
<b>EXPENDITURES</b>		
<b>Administrative</b>		
Financial & Administrative		
Debt Service Obligation	\$207,703.77	\$207,703.77
<b>Administrative Subtotal</b>	<b>\$207,703.77</b>	<b>\$207,703.77</b>
<b>TOTAL EXPENDITURES</b>	<b>\$207,703.77</b>	<b>\$207,703.77</b>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$0.00</b>	<b>\$0.00</b>

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

6.0%

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

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 2023/2024 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE**

<b>2023/2024 O&amp;M Budget</b>		\$200,838.00
<b>Hillsborough County Collection Costs @</b>	<b>2%</b>	\$4,273.15
<b>Early Payment Discount @</b>	<b>4%</b>	\$8,546.30
<b>2023/2024 Total</b>		<b>\$213,657.45</b>

<b>2022/2023 O&amp;M Budget</b>		\$200,838.00
<b>2023/2024 O&amp;M Budget</b>		\$200,838.00
<b>Total Difference</b>		<b>\$0.00</b>

	<b>PER UNIT ANNUAL ASSESSMENT</b>		<b>Proposed Increase / Decrease</b>	
	<b>2022/2023</b>	<b>2023/2024</b>	<b>\$</b>	<b>%</b>
<b>Debt Service - Single Family 50'</b>	\$399.43	\$399.43	\$0.00	0.00%
<b>Operations/Maintenance - Single Family 50'</b>	\$475.85	\$475.85	\$0.00	0.00%
<b>Total</b>	<b>\$875.28</b>	<b>\$875.28</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>Debt Service - Single Family 60'</b>	\$479.31	\$479.31	\$0.00	0.00%
<b>Operations/Maintenance - Single Family 60'</b>	\$475.85	\$475.85	\$0.00	0.00%
<b>Total</b>	<b>\$955.16</b>	<b>\$955.16</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>Debt Service - Single Family 80'</b>	\$639.07	\$639.07	\$0.00	0.00%
<b>Operations/Maintenance - Single Family 80'</b>	\$475.85	\$475.85	\$0.00	0.00%
<b>Total</b>	<b>\$1,114.92</b>	<b>\$1,114.92</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>Debt Service - Single Family 100'</b>	\$639.07	\$639.07	\$0.00	0.00%
<b>Operations/Maintenance - Single Family 100'</b>	\$475.85	\$475.85	\$0.00	0.00%
<b>Total</b>	<b>\$1,114.92</b>	<b>\$1,114.92</b>	<b>\$0.00</b>	<b>0.00%</b>



**DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT**

**FISCAL YEAR 2023/2024 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>

<u>LOT SIZE</u>	<u>UNITS ASSESSED</u>		<u>ALLOCATION OF O&amp;M ASSESSMENT</u>				<u>PER LOT ANNUAL ASSESSMENT</u>		
	<u>O&amp;M</u>	<u>SERIES 2013 DEBT SERVICE</u> <sup>(1) (2)</sup>	<u>EAU FACTOR</u>	<u>TOTAL EAU's</u>	<u>% TOTAL EAU's</u>	<u>TOTAL O&amp;M BUDGET</u>	<u>O&amp;M</u> <sup>(3)</sup>	<u>DEBT SERVICE</u> <sup>(4)</sup>	<u>TOTAL</u> <sup>(5)</sup>
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

<sup>(1)</sup> Reflects 3 (three) Series 2013 prepayments.

<sup>(2)</sup> Reflects the number of total lots with Series 2013 debt outstanding.

<sup>(3)</sup> Note this assessment table reflects an equal per unit O&M assessment approved by the Board of Supervisors.

<sup>(4)</sup> 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.

<sup>(5)</sup> Annual assessment that will appear on November 2023 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. The second way is by Off Roll collection.

**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.

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**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 services 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 Master 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 maintain the assessment roll and annually levy a Non-Ad Valorem assessment for operating and debt service expenses.

**Financial & Revenue Collections:** Services 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. These services include, but are not limited to, assessment roll preparation and certification, direct billings and funding request processing as well as responding to property owner questions regarding District assessments. This line item also includes the fees incurred for a Collection Agent to collect the funds for the principal and interest payment for its short-term bond issues and any other bond related collection needs. These funds are collected as prescribed in the Trust Indenture. The Collection Agent also 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 fees 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.

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## **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.

**Streetlights:** The District may have expenditures relating to streetlights throughout the community. These may be restricted to main arterial roads or in some cases to all streetlights 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. The second way is by Off Roll collection.

**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.

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### 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.

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**EXPENDITURES – ADMINISTRATIVE:**

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

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

# Tab 9

**From:** [FERDINAND RAMOS-FAURE](#)  
**To:** [Christina Newsome](#); [Doug Taggerty](#); [James Oliver](#); [John I Pollard](#); [Linda Dunn](#)  
**Subject:** [EXTERNAL]Fwd: Diamond Hill CDD Tree Removal Issue  
**Date:** Monday, April 17, 2023 9:24:05 AM

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**NOTICE: This email originated from outside of the organization.**  
Do not click links or open attachments unless you recognize the sender and know the content is safe. Please use the Phish Alert! button to report suspicious messages.

In my opinion the picture shows that now there is a spot where a tree is missing. Christina put it on agenda for next meeting and let Tim know it will be discussed at the next meeting.

Thanks  
Ferd

----- Forwarded message -----

**From:** **Tim Vorick** <[TVorick@msn.com](mailto:TVorick@msn.com)>  
**Date:** Mon, Apr 17, 2023 at 9:00 AM  
**Subject:** Diamond Hill CDD Tree Removal Issue  
**To:** Christina Newsome <[CNewsome@rizzetta.com](mailto:CNewsome@rizzetta.com)>, Ferdinand Ramos-Faure <[ferdiramos24@gmail.com](mailto:ferdiramos24@gmail.com)>, John I Pollard <[john.i.pollard@me.com](mailto:john.i.pollard@me.com)>

Attached you will find a photograph of the tree removal at our Diamond Hill residence at 1002 Emerald Hill Way. The mess that the vendor left is unacceptable. This leaves an obvious eyesore in our backyard.

Thank you  
Tim Vorick  
--  
Ferd's iPhone

