

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, November 9, 2015 at 4:00 p.m.** at the office of Rizzetta & Company, Inc. located at 3434 Colwell Avenue, Suite 200, Tampa, FL 33614.

Present and constituting a quorum:

Ferdinand Ramos	Board Supervisor, Chairman
Linda Dunn	Board Supervisor, Vice Chairman
James Oliver	Board Supervisor, Assistant Secretary
Doug Taggerty	Board Supervisor, Assistant Secretary

Also present were:

Sandy Oram	District Manager, Rizzetta & Company, Inc.
Berlinda Serrano	District Coordinator, Rizzetta & Company, Inc.
Lindsay Whelan	District Counsel; Hopping Green & Sams
Chad Raymond	Representative, Austin Outdoor
Brett Perez	Representative, Austin Outdoor
Paul Gallizzi	Representative, Florida Reserve Study
Steve Swartz	Representative, Florida Reserve Study

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Audience Comments

There were no audience members present to comment.

THIRD ORDER OF BUSINESS

**Presentation of Minutes of the Audit
Committee Meeting held on September
14, 2015**

On a Motion by Mr. Ramos, seconded by Mr. Oliver, with all in favor, the Board approved the minutes of the Audit Committee meeting held on September 14, 2015 as presented for the Diamond Hill Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Meeting held on September 14, 2015

On a Motion by Mr. Taggerty, seconded by Mr. Oliver, with all in favor, the Board approved the minutes of the Board of Supervisors' meeting held on September 14, 2015 as presented for the Diamond Hill Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Operation & Maintenance Expenditures for August and September 2015

On a Motion by Mr. Oliver, seconded by Mr. Taggerty, with all in favor, the Board ratified the Operation & Maintenance Expenditures for August 2015 totaling \$87,245.27 for the Diamond Hill Community Development District.

On a Motion by Ms. Dunn, seconded by Mr. Ramos, with all in favor, the Board ratified the Operation & Maintenance Expenditures for September 2015 totaling \$14,357.34 for the Diamond Hill Community Development District.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2016-01, Re-designating Officers of the District

Ms. Oram presented Resolution 2016-01, Re-designating Officers of the District. She stated that Mr. Ramos would like to resign as Chairman of the Board.

On a Motion by Ms. Taggerty, seconded by Mr. Ramos, with all in favor, the Board appointed Linda Dunn as Chairman for the Diamond Hill Community Development District.

On a Motion by Mr. Ramos, seconded by Mr. Taggerty, with all in favor, the Board appointed James Oliver as Vice Chairman for the Diamond Hill Community Development District.

On a Motion by Mr. Ramos, seconded by Mr. Taggerty, with all in favor, the Board approved Resolution 2016-01, Re-designating officers as follows; Linda Dunn – Chairman, James Oliver – Vice Chairman, Pete Williams – Secretary, Douglas Taggerty, Tim Vorick, Ferdinand Ramos, Matthew Huber, and Sandra Oram – Assistant Secretaries for the Diamond Hill Community Development District.

SEVENTH ORDER OF BUSINESS

Presentation of Reserve Study – Steve Swartz

Mr. Swartz presented the revised Reserve Study to the Board. He addressed the Board members' questions relating to the stormwater system, retention ponds, monuments, fences, etc. Mr. Swartz recommended budgeting an annual amount to the reserve fund for fiscal year 2016 in the amount of \$26,798 and an annual amount of \$27,468 for fiscal year 2017, etc. The Board is currently budgeting \$30,000 annually to the reserve fund so the District is on target regarding reserve funding.

EIGHTH ORDER OF BUSINESS

Monthly Pond Inspection Report

No report.

NINTH ORDER OF BUSINESS

Landscape update by Austin Outdoor

Mr. Raymond and Mr. Perez presented the landscape report for the month of September. They recommended lifting the canopy of the trees at the east and west side of the west entrance and thinning them out to allow more light to the plants below. The Board requested a proposal from Austin Outdoor on the work to be performed. Ms. Dunn requested that District staff obtain two additional proposals from other vendors for the work.

Austin Outdoor recommended installing District owned sprinklers to be connected to the existing sprinkler heads at the inside of the exit of the community on the right and left side as you exit. The existing sprinkler head is resident owned. District staff needs to see if the property is owned by the District or the resident. If the property is resident owned, then the District will need to get permission to redirect the sprinklers and connect it to the District's sprinkler system to water the newly installed sod along that area.

On a Motion by Mr. Taggerty, seconded by Ms. Dunn, with all in favor, the Board authorized District Chairman to accept Austin Outdoor's proposal for the installation of the sprinkler heads (not-to-exceed \$500.00) after written permission is obtained from the homeowner or the District's ownership of the property is proven for the Diamond Hill Community Development District.

The Board stated that they seen a significant improvement in the overall look of the landscaping.

TENTH ORDER OF BUSINESS

Consideration of Proposal for Cutback on Emerald Hill Way

Austin Outdoor presented a proposal to clear the area behind Emerald Way along the fence and for the pond mowing around the lift station. Discussion ensued. The Board requested the District staff obtain at least two additional proposals for their review at the next meeting.

ELEVENTH ORDER OF BUSINESS

**Consideration of Proposal to Remove
Tree Stump at the corner of Sydney &
Gallagher**

Ms. Oram stated that the stump was removed by Redd's Stump Grinding and Tree Removal at a cost of \$600.00 at the prior approval of the Board and authorized by the Chairman. This item was included for informational purposes only.

TWELFTH ORDER OF BUSINESS

**Monthly Unaudited Financial Summary
and Statements**

Ms. Oram reviewed the Monthly Unaudited Financial Summary and Statements for the months of August and September. There were no questions or comments.

THIRTEENTH ORDER OF BUSINESS

Staff Reports

A. **District Counsel**
No report.

B. **District Engineer**
Not present.

C. **District Manager**
Ms. Oram confirmed the next regularly scheduled meeting will be held on January 11, 2016 at 4:00 p.m.

Ms. Serrano gave the Board a report regarding her inspection of the community on November 6th. Discussion ensued regarding the road owned by TECO at the back pond and the amount of dirt and debris being spread by vehicles coming out of the gated area. It was discussed that Ms. Serrano will contact TECO regarding the maintenance of the property.

Ms. Serrano asked who owned the adjoining property behind the chain link fence bordering on one side of the community as the grass is encroaching onto the District's property. Mr. Taggerty informed her that Hillsborough County Reclaimed Water owns that area. Ms. Serrano will contact the County to see if they will mow/clean up the area.

FOURTEENTH ORDER OF BUSINESS

Supervisor Requests

The Board requested that the District submit an advertisement in the Diamond Hill HOA newsletter regarding the District website.

DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT

November 9, 2015 – Minutes of Meeting

Page 5

On a Motion by Mr. Taggerty, seconded by Mr. Oliver, with all in favor, the Board approved submitting an advertisement in the Diamond Hill HOA newsletter regarding the District's website (not-to-exceed \$250.00) for the Diamond Hill Community Development District.

Mr. Taggerty commented on how well the District and the HOA were getting along now. He stated that the communication is the best that it has ever been.

Ms. Oram stated that if there was no further business to come before the Board than a motion to adjourn would be in order.

FIFTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Dunn, seconded by Mr. Oliver, with all in favor, the Board adjourned the meeting at 5:29 p.m. for the Diamond Hill Community Development District.


Secretary/Assistant Secretary


Chairman/Vice Chairman