



Rizzetta & Company

Hawkstone Community Development District

Board of Supervisors' Meeting January 19, 2022

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

HAWKSTONE COMMUNITY DEVELOPMENT DISTRICT

District Office · Riverview, Florida · (813) 533-2950
Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614
www.hawkstonecdd.org

District Board of Supervisors	Matthew O'Brien	Chairperson
	Brent Dunham	Vice Chairperson
	Brian Bullock	Assistant Secretary
	Allison Martin	Assistant Secretary
	Nicolas DeArmas	Assistant Secretary
District Manager	Christina Newsome	Rizzetta & Company, Inc.
District Counsel	John Vericker	Straley Robin Vericker
District Engineer	Chris O'Kelley	Clearview Land Design

All Cellular phones and pagers must be turned off during the meeting.

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) 533-2950. 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.

HAWKSTONE COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE · RIVERVIEW, FLORIDA · (813) 533-2950
MAILING ADDRESS – 3434 COLWELL AVENUE, SUITE 200, TAMPA, FLORIDA 33614
WWW.HAWKSTONECDD.ORG

**Board of Supervisors
Hawkstone Community
Development District**

January 11, 2022

FINAL AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Hawkstone Community Development District will be held on **Wednesday, January 19, 2022, at 10:30 a.m.**, at the office of Rizzetta & Co., located at 9428 Camden Field Pkwy, Riverview FL, 33578. The following is the tentative agenda for this meeting:

- 1. CALL TO ORDER**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ITEMS**
 - A. Discussion Price Changes for Accurate Electronics.....Tab 1
- 4. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors
Meeting held on October 20, 2021.....Tab 2
 - B. Consideration of the Operations & Maintenance Expenditures
for October 2021 and November 2021.....Tab 3
- 5. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
 1. District Manager Report.....Tab 4
- 6. SUPERVISOR REQUESTS**
- 7. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 533-2950.

Sincerely,
Christina Newsome
Christina Newsome
District Manager

ACCURATE ELECTRONICS, INC.

9225 ULMERTON ROAD, SUITE 410
LARGO, FL 33771

Pinellas (727) 533-0295
Hillsborough (813) 983-9131
Sarasota (941) 952-1088
Ft. Myers (239) 332-8700
Orlando (407) 203-2620

November 4, 2021

Dear loyal and valued client,

In 2022 Accurate Electronics will be celebrating our 28th year in business. We would like to thank all our clients for being a part of the Accurate family success story. Without you we would not have grown to be the largest Gate Access Control Company in the Tampa Bay region. We hope you have enjoyed and appreciated our fast response times and our ability to get the job done to your satisfaction. We are always dedicated to providing you with the highest quality level of service at a reasonable and competitive rate.

Due to rising inflation, gas prices skyrocketing and mandated State Insurance premium hikes for 2021/2022 renewals, we are forced to try to offset some of these expenses to remain profitable and maintain our staff to support you in the fashion you are accustomed to.

To be transparent, we have seen our fuel cost go up \$6000.00 per month to run the same amount of fleet service, installation, and sales vehicles. Our Auto Insurance went up \$40,000.00 for the same policy that went in to affect Sept. 22, 2021 for the new year.

Another obstacle we face, as I am sure many of you also face in your industry, is not only maintaining but attracting new quality employees so that we can meet the demand of our continually growing client base. This requires higher pay and benefits.

Our commitment to you is that our quality of service and response time will not be beat. We also guarantee that our prices on equipment and parts will not be beat by any legitimate competitor making Accurate your #1 choice for service and equipment!

As always, we appreciate your trust and business. We would not be going into our 28th year without your loyalty and support! **WE LOOK FORWARD TO SERVING YOU IN 2022 AND BEYOND!**

MODEST CHANGES TO OUR PRICE GUIDE EFFECTIVE: January 1st, 2022

- Hourly service rate will go from \$109.00 per hr. to \$120.00 per hr.
- \$45.00 trip charge which has been in effect since the 90s's is now standardized at \$55.00.

Please find attached your areas Property Management Price Guide.

Sincerely,

Derik Palmer,
President

ACCURATE ELECTRONICS, INC.

9225 ULMERTON ROAD, SUITE 410
LARGO, FL 33771

Pinellas (727) 533-0295
Hillsborough (813) 983-9131
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Property Managers Service Price Guide 2022

Business Hours: Monday - Friday 8:00am- 5:00pm

24 Hour Emergency Service

STATE LICENSE #ES0000346

Area 1: St. Petersburg, Clearwater, Tampa, New Tampa, Safety Harbor, Oldsmar, Clearwater, Brandon, Dunedin, Palm Harbor, Lutz.

Trip Charge: \$55.00

Technical Service: \$120.00 per hour, with a one-hour minimum, parts not included.

Additional hours will be billed in fifteen (15) minute increments at \$30.00 per increment.

Emergency Technical Service: \$395.00 (Includes Trip and 2 hours tech service minimum)

Each additional hour will be billed at \$37.50 per fifteen-minute increment.

Area 2: Sarasota, Bradenton, Tarpon Springs, New Port Richey, Port Richey, Hudson, Odessa, Wesley Chapel, Ruskin, Land O'Lakes.

Trip Charge \$55.00

Technical Service: \$120.00 per hour, with a one-hour minimum, parts not included.

Additional hours will be billed in fifteen (15) minute increments at \$30.00 per increment.

Emergency Technical Service: \$395.00 (Includes Trip and 2 hours tech service minimum)

Each additional hour will be billed at \$37.50 per fifteen-minute increment.

TELEPHONE TECHNICAL SUPPORT AND SOFTWARE SUPPORT:

\$50.00 Minimum service charge for all phone service, for the first 30 minutes.

Each additional ½ hour will be billed at \$25.00 per fifteen minutes.

IT NETWORKING & WELDING SERVICES: \$150.00 HR.

NOTE: Clients under an Accurate monthly or quarterly Maintenance Contract receive 10% off trip & service rates!

Accurate Electronics is a licensed statewide contractor. For service outside our local area, Accurate will bill \$75.00 hr. travel time port to port, plus \$120.00 hour with a 1-hour minimum tech time charge. Parts not included.

Accurate Electronics Guarantees NEXT BUSINESS DAY response time for areas 1 - 2 or the trip charge is free (excluding private residence service). Guarantee excludes Hurricane Season, weather delays and any restrictions beyond the control of Accurate Electronics. All other service is subject to appointment scheduling. Emergency service is after 5:00pm weekends, holidays and when a Technician is required to leave an existing project to respond to your emergency. Emergency Service response is subject to weather conditions. ADD \$95.00 PER HOUR FOR SERVICES THAT REQUIRE (2) TECHNICIANS. Does not apply to installations. Note: Due to fluctuating gas prices, gas surcharges may be added to the final bill at Accurate Electronics discretion.

Property or business: _____

I understand and agree to the service rates listed above: _____

(Authorized Signature)

WWW.AEACCESS.COM

REVISION 11/04/2021

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 the 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.

HAWKSTONE COMMUNITY DEVELOPMENT DISTRICT

The continued meeting of the Board of Supervisors of the Hawkstone Community Development District was **Wednesday, October 20, 2021, at 10:31 a.m.** at the offices of Rizzetta & Company, Inc., 9428 Camden Field Parkway, Riverview, Florida 33578.

Present and constituting a quorum were:

Brent Dunham	Vice Chairman
Allison Martin	Assistant Secretary
Matt O'Brien	Assistant Secretary
Nico DeArmas	Assistant Secretary

Also present were:

Christina Newsome	District Manager; Rizzetta & Co.
Scott Brizendine	Vice President of Operations; Rizzetta & Co., Inc
Matt Huber	Regional District Manager: Rizzetta & Co., Inc.
Dana Collier	District Counsel; Straley, Robin & Vericker (Via Phone)
Jennifer Taylor	Representative; Gray Robinson, P.A Bond Counsel
Chris O'Kelley	District Engineer; Clearview Land Design
Tim Green	Representative; Homes by Westbay

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

The meeting was called to order and roll call performed, confirming that quorum was present.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

There were no audience members present.

THIRD ORDER OF BUSINESS

**Consideration of Bond Counsel
Agreement from Gray Robinson for
Series 2021 Bonds**

The Board was presented with the agreement from Gary Robinson for Series 2021 Bonds for review and consideration.

On a Motion by Mr. O'Brien, seconded by Ms. Martin, with all in favor, the Board accepted the agreement with Grey Robinson for the Series 2021 Bonds, for the Hawkstone Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2022-01,
Delegated Award of Sale**

Jennifer Taylor of Gray Robinson, presented to the Board Resolution 2022-01, Delegated Award of Sale, for consideration.

On a Motion by Mr. O'Brien, seconded by Mr. Dunham, with all in favor, the Board of Supervisors adopted Resolution 2022-01, Delegated Award of Sale for Hawkstone Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of Preliminary Special
Assessment Methodology Series
2021**

Mr. Scott Brizendine presented to the Board the Preliminary Special Assessment Methodology Series 2021 for consideration.

On a Motion by Mr. O'Brien, seconded by Ms. Martin, with all in favor, the Board of Supervisors adopted the Preliminary Special Assessment Methodology Series 2021 for Hawkstone Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2022-03;
Authorizing Expansion of the District**

Ms. Dana Collier presented Resolution 2022-03, Authorizing Expansion of the District to the Board for consideration.

On a Motion by Ms. Martin, seconded by Mr. Dunham, with all in favor, the Board of Supervisors accepted the Resolution 2022-03, Authorizing Expansion of the District for Hawkstone Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Acceptance of Parcel
U-05-31-21-C2S-000000-A00000.0**

Mr. Tim Green presented deed for B & D Ranch Phase 2.

On a Motion by Ms. Martin, seconded by Mr. Dunham, with all in favor, the Board of Supervisors approved the motion to accept the deed for B & D Ranch, Phase 2 the Hawkstone Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Appointment to
Vacant Board Seat**

Ms. Newsome presented to the Board regarding the motion to nominate Nico DeArmas to the Vacant Seat.

On a Motion by Mr. O'Brien, seconded by Ms. Martin, with all in favor, the Board of Supervisors approved, the nomination to appoint Mr. DeArmas for the Hawkstone Community Development District.

Ms. Newsome Administered of Oath to newly Appointed Officer and Mr. DeArmas is sworn in.

District Counsel Reviewed Form 1 and Sunshine Law Requirements Mr. DeArmas wishes to be compensated.

NINTH ORDER OF BUSINESS

**Consideration of Resolution 2022-02,
Designating Officers to the District**

Ms. Newsome presented the consideration of Resolution 2022-02, Designating Officers to the District and to adopt and amend changing Matt O'Brien as Chair.

On a Motion by Ms. Martin, seconded by Mr. Dunham, with all in favor, the Board of Supervisors adopted and amended motion of Resolution 2022-02. Appointing Mr. O'Brien as Chair for the Hawkstone Community Development District.

TENTH ORDER OF BUSINESS

**Consideration of Minutes for the
Regular Board Meeting held on
September 22,2021**

Ms. Newsome presented the consideration of Regular Board Meeting Minutes for the meeting held on September 22,2021.

On a Motion by Ms. Martin, seconded by Mr. O'Brien, with all in favor, the Board of Supervisors ratified the Regular Board Meeting Minutes for September 22,2021 for the Hawkstone Community Development District.

ELEVENTH ORDER OF BUSINESS

**Consideration of the Operations &
Maintenance Expenditures for August
2021**

Ms. Newsome presented the Operations & Maintenance Expenditures for August 2021 to the Board of Supervisors.

On a Motion by Ms. Martin, seconded by Mr. O'Brien, with all in favor, the Board of Supervisors ratified the Operations & Maintenance Expenditures for August 2021 in the amount of \$41,218.54 for the Hawkstone Community Development District.

Ms. Martin commented that she would like copies of the Sunrise irrigation invoices be sent to her for review, so she can verify that the work invoiced has been completed.

TWELFTH ORDER OF BUSINESS

**Consideration of the Operations &
Maintenance Expenditures for
September 2021**

Ms. Newsome presented the Operations & Maintenance Expenditures for September 2021 to the Board of Supervisors.

On a Motion by Mr. O'Brien, seconded by Ms. Martin, with all in favor, the Board of Supervisors ratified the Operations & Maintenance Expenditures for September 2021 in the amount of \$51,994.32 for the Hawkstone Community Development District.

THIRTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

No Update

B. District Engineer

No Report.

C. District Manager

Ms. Newsome advised the Board that the next regular BOS meeting will be on Wednesday, January 19, 2022, at 10:30 a.m.

FORTEENTH ORDER OF BUSINESS

Supervisor Requests

There were no Supervisor Requests

FIFTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Martin, seconded by Mr. Dunham, with all in favor, the Board of Supervisors adjourned the meeting at 10:59 a.m., for the Hawkstone Community Development District.

Secretary/Assistant Secretary

Chairman/ Vice Chairman

HAWKSTONE COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · RIVERVIEW, FLORIDA

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

Operation and Maintenance Expenditures October 2021 For Board Approval

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

The total items being presented: **\$56,130.53**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Hawkstone Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2021 Through October 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
BOCC	001208	6307231026 09/21	12520 Balm Boyette Road 09/21	\$ 210.44
Clearview Land Design, P.L.	001207	21-02443	Engineering Services 10/21	\$ 2,030.00
Frontier Florida LLC dba Frontier Communications of Florida	20211012-01	813-655-1393-121720-5 10/21	Clubhouse Internet 10/21	\$ 60.98
HomeTeam Pest Defense	001197	3185058-338	Monthly Pest Control 09/21	\$ 30.00
Innersync Studio, Ltd	001201	19748	ADA Compliant Website 10/01/21-09/30/22	\$ 1,537.50
JBW Designs LLC dba Poop 911	001203	4784424	Monthly - 2 Stations and 2 Trash Cans 09/21	\$ 115.92
Office Pride	001202	INV-47326	Monthly Cleaning Services 10/21	\$ 757.75
Proteus Pools	001198	HAWKSTN012	Monthly Pool Service 09/21	\$ 916.67
Rizzetta & Company, Inc.	001199	INV0000061823	District Management Services 10/21	\$ 3,927.00
Rizzetta & Company, Inc.	001205	INV0000061988	Assessment Roll FY21/22	\$ 5,100.00
Rizzetta Technology Services	001200	INV0000007961	Website Email & Hosting Services 10/21	\$ 100.00
Solitude Lake Management, LLC	001209	PI-A00685865	Lake & Pond Management Services 10/21	\$ 1,385.00
Solitude Lake Management, LLC	001209	PI-A00685866	Wetlands Management Services 10/21	\$ 350.00

Hawkstone Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2021 Through October 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Sunrise Landscape	001204	1242	Monthly Landscape - Darsey - 06/21	\$ 3,976.18
Sunrise Landscape	001210	2662	Monthly Landscape 10/21	\$ 6,355.00
Sunrise Landscape	001210	2664	Monthly Landscape - Darsey - 10/21	\$ 3,976.19
Sunrise Landscape	001210	2665	Monthly Landscape - Okerlund - 10/21	\$ 2,042.00
Sunrise Landscape	001210	2778	Mulch Installation 10/21	\$ 16,200.00
TECO	001211	Summary 09/21	Electric Summary 09/21	\$ 6,522.40
Times Publishing	001206	0000181466 10/06/21	204055 Legal Advertising 10/21	<u>\$ 537.50</u>
Report Total				<u>\$ 56,130.53</u>

HAWKSTONE COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · RIVERVIEW, FLORIDA

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

Operation and Maintenance Expenditures November 2021 For Board Approval

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

The total items being presented: **\$40,172.07**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Hawkstone Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2021 Through November 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Accurate Electronics, Inc.	001222	105822	Service Call 11/21	\$ 273.00
Accurate Electronics, Inc.	001220	106306	Service Call 11/21	\$ 412.89
BOCC	001224	6307231026 10/21	12520 Balm Boyette Road 10/21	\$ 306.98
Clearview Land Design, P.L.	001223	21-02572	Engineering Services 11/21	\$ 452.50
Danielle Fence Mfg Co. Inc.	001216	98745	Fence Removal and Install 10/21	\$ 536.96
Department of Economic Opportunity	001221	85477	Special District Fee FY 21/22	\$ 175.00
Frontier Florida LLC dba Frontier Communications of Florida	20211112-01	813-655-1393- 121720-5 11/21	Clubhouse Internet 11/21	\$ 60.98
JBW Designs LLC dba Poop 911	001218	4876531	Monthly - 2 Stations and 2 Trash Cans 10/21	\$ 115.92
Nicolas DeArmas	001212	ND102021	Board of Supervisors Meeting 10/20/21	\$ 200.00
Office Pride	001217	INV-49845	Secure Pool Furniture 07/21	\$ 850.00
Office Pride	001217	INV-49849	Secure Pool Furniture 08/21	\$ 850.00
Office Pride	001217	INV-52814	Monthly Cleaning Services 11/21	\$ 757.75
Proteus Pools	001213	HAWKSTN013	Monthly Pool Service 10/21	\$ 916.67

Hawkstone Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2021 Through November 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta & Company, Inc.	001214	INV0000062514	District Management Services 11/21	\$ 3,927.00
Rizzetta Technology Services	001215	INV0000008144	Website Email & Hosting Services 11/21	\$ 100.00
Solitude Lake Management, LLC	001225	PI-A00704002	Lake & Pond Management Services 11/21	\$ 1,385.00
Solitude Lake Management, LLC	001225	PI-A00704003	Wetlands Management Services 11/21	\$ 350.00
Straley Robin Vericker	001226	20597	General Legal Services 10/21	\$ 2,855.80
Sunrise Landscape	001227	2838	Irrigation Repairs 10/21	\$ 418.55
Sunrise Landscape	001227	2850	Irrigation Repairs 10/21	\$ 207.38
Sunrise Landscape	001227	2919	Monthly Landscape - Darsey - 11/21	\$ 3,976.18
Sunrise Landscape	001227	2992	Monthly Landscape 11/21	\$ 6,355.00
Sunrise Landscape	001227	2993	Monthly Landscape - Okerlund - 11/21	\$ 2,042.00
Sunrise Landscape	001227	3089	Irrigation Repairs 10/21	\$ 629.30
TECO	001228	Summary 10/21	Electric Summary 10/21	\$ 5,013.45
US Bank	001219	6305165	Trustee Fees Area 1 Series 2019 10/01/21-09/30/22	\$ 4,040.63

Hawkstone Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2021 Through November 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
US Bank	001219	6305294	Trustee Fees Area 2 Series 2019 10/01/21-09/30/22	<u>\$ 2,963.13</u>
Report Total				<u>\$ 40,172.07</u>



Rizzetta & Company

January 19

District Manager's Report

2022

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UPCOMING DATES TO REMEMBER

- **Next Meeting:** February 16, 2022
- **FY 2020-2021 Audit Completion Deadline:** June 30, 2022
- **Next Election (Seats 1,2, and 3):** Up for Election in 2022

FINANCIAL SUMMARY

11/30/2021

General Fund Cash & Investment Balance: \$106,880

Debt Service Fund Investment Balance: \$6,728,295

Total Cash and Investment Balances: \$6,835,175

General Fund Expense Variance: \$16,440 Over Budget

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