



Rizzetta & Company

# **Hawkstone Community Development District**

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## **Board of Supervisors' Meeting February 16, 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

<b>District Board of Supervisors</b>	Matthew O'Brien	Chairperson
	Brent Dunham	Vice Chairperson
	Brian Bullock	Assistant Secretary
	Allison Martin	Assistant Secretary
	Nicolas DeArmas	Assistant Secretary
<b>District Manager</b>	Christina Newsome	Rizzetta & Company, Inc.
<b>District Counsel</b>	John Vericker	Straley Robin Vericker
<b>District Engineer</b>	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

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Board of Supervisors  
Hawkstone Community  
Development District

February 8, 2022

## AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Hawkstone Community Development District will be held on **Wednesday, February 16, 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**
4. **BUSINESS ADMINISTRATION**
  - A. Consideration of Minutes of Board of Supervisors  
Meeting held on January 19, 2022 ..... Tab 1
  - B. Consideration of the Operations & Maintenance  
Expenditures for December 2021 ..... Tab 2
5. **STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
  - C. District Manager
  - D. District Manager Report..... Tab 3
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

## **Tab 1**

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**MINUTES OF MEETING**

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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, January 19, 2022, 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:

Matt O'Brien	<b>Chairman</b>
Brent Dunham	<b>Vice Chairman</b>
Allison Martin	<b>Assistant Secretary</b>
Brian Bullock	<b>Assistant Secretary</b>
Nico DeArmas	<b>Assistant Secretary</b>

Also present were:

Christina Newsome	<b>District Manager; Rizzetta &amp; Co.</b>
John Vericker	<b>District Counsel; Straley, Robin &amp; Vericker</b>
Tim Green	<b>Representative; Homes by Westbay</b>

**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**

**Discussion Regarding Price Changes  
for Accurate Electronics**

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

On a Motion by Mr. Bullock, seconded by Ms. Martin, with all in favor, the Board accepted the new fee schedule for Accurate Electronics for the Hawkstone Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of Minutes for the  
Regular Board Meeting held on  
October 20, 2022**

Ms. Newsome presented the consideration of Regular Board Meeting Minutes for the meeting held on October 20, 2022.

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 October 20, 2022 for the Hawkstone Community Development District.

**FIFTH 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.

**SIXTH ORDER OF BUSINESS**

**Consideration of the Operations &  
Maintenance Expenditures for October  
2021 & November 2021**

Ms. Newsome presented the Operations & Maintenance Expenditures for October 2021 and November 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 October 2021 in the amount of \$56,130.53 & \$40,172.07 for the Hawkstone Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

Mr. Vericker updated the Board regarding the scheduled expansion for February, 8, 2022.

On a Motion by Mr. O'Brien, seconded by Ms. Martin, with all in favor, the Board of Supervisors approved the land maintenance agreement subject to the District and County Counsel approval for the Hawkstone Community Development District.

**B. District Engineer**

Not Present. No Report.

**C. District Manager**

Ms. Newsome advised the Board that the next regular BOS meeting will be on Wednesday, February 16, 2022, at 10:30 a.m.

**EIGHTH ORDER OF BUSINESS**

**Supervisor Requests**

There were no Supervisor Requests

**NINTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Mr. O'Brien, seconded by Ms. Martin, with all in favor, the Board of Supervisors adjourned the meeting at 10:42 a.m., for the Hawkstone Community Development District.

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Secretary/Assistant Secretary

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Chairman/ Vice Chairman

## **Tab 2A**



# **HAWKSTONE COMMUNITY DEVELOPMENT DISTRICT**

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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:

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\_\_\_\_\_ 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>
<b>Report Total</b>				<b><u>\$ 56,130.53</u></b>

## **Tab 2B**

# **HAWKSTONE COMMUNITY DEVELOPMENT DISTRICT**

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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:

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\_\_\_\_\_ Chairperson

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

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

# Hawkstone Community Development District

## Paid Operation & Maintenance Expenditures

November 1, 2021 Through November 30, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
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>
<b>Report Total</b>				<u><b>\$ 40,172.07</b></u>



## **Tab 2C**

# **HAWKSTONE COMMUNITY DEVELOPMENT DISTRICT**

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DISTRICT OFFICE · RIVERVIEW, FLORIDA

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

## **Operation and Maintenance Expenditures December 2021 For Board Approval**

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

The total items being presented: **\$31,343.07**

Approval of Expenditures:

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\_\_\_\_\_ Chairperson

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

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

# Hawkstone Community Development District

## Paid Operation & Maintenance Expenditures

December 1, 2021 Through December 31, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
AMTEC	001234	6611-12-21	Assessment Rebate Report Series 2019 Area 1 12/21	\$ 450.00
AMTEC	001234	6612-12-21	Assessment Rebate Report Series 2019 Area 2 12/21	\$ 450.00
BOCC	001240	6307231026 11/21	12520 Balm Boyette Road 11/21	\$ 1,445.14
Clearview Land Design, P.L.	001239	21-02826	Engineering Services 12/21	\$ 31.09
Frontier Florida LLC dba Frontier Communications of Florida	20211214-01	813-655-1393-121720-5 12/21	Clubhouse Internet 12/21	\$ 60.98
Illuminations Holiday Lighting, LLC	001235	8191121	Holiday Lighting 11/21	\$ 1,825.00
JBW Designs LLC dba Poop 911	001236	4969554	Monthly - 2 Stations and 2 Trash Cans 11/21	\$ 115.92
Office Pride	001229	INV-58180	Monthly Cleaning Services 12/21	\$ 757.75
Office Pride	001241	INV-60121	Cleaning Supplies 12/21	\$ 53.10
Proteus Pools	001230	HAWKSTN015	Monthly Pool Service 11/21	\$ 916.67
Rizzetta & Company, Inc.	001231	INV0000063096	District Management Services 12/21	\$ 3,927.00
Rizzetta Technology Services	001232	INV0000008236	Website Email & Hosting Services 12/21	\$ 100.00
Solitude Lake Management, LLC	001237	PI-A00722360	Lake & Pond Management Services 12/21	\$ 1,385.00

# Hawkstone Community Development District

## Paid Operation & Maintenance Expenditures

December 1, 2021 Through December 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Solitude Lake Management, LLC	001237	PI-A00722361	Wetlands Management Services 12/21	\$ 350.00
Straley Robin Vericker	001233	20684	General Legal Services 11/21	\$ 1,432.51
Sunrise Landscape	001238	3445	Monthly Landscape 12/21	\$ 6,355.00
Sunrise Landscape	001238	3446	Monthly Landscape - Darsey - 12/21	\$ 3,976.19
Sunrise Landscape	001238	3447	Monthly Landscape - Okerlund - 12/21	\$ 2,042.00
TECO	001242	Summary 11/21	Electric Summary 11/21	<u>\$ 5,669.72</u>
<b>Report Total</b>				<u><b>\$ 31,343.07</b></u>

## **Tab 3**



Rizzetta & Company

# District Manager's Report

February 16

# 2022

## 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):** November 8, 2022, time to register is June 13 - 17, 2022 @ 12P

### FINANCIAL SUMMARY

12/31/2021

General Fund Cash & Investment Balance: \$362,942

Debt Service Fund Investment Balance: \$1,067,764

**Total Cash and Investment Balances: \$1,430,706**

**General Fund Expense Variance: Over Budget**

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