



Rizzetta & Company

Hawkstone Community Development District

**Board of Supervisors' Meeting
December 21, 2022**

**District Office:
2700 S. Falkenburg Road, Suite 2745
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**

December 14, 2022

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Hawkstone Community Development District will be held on **Wednesday, December 21, 2022, at 10:30 a.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:

- 1. CALL TO ORDER**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ITEMS**
- 4. BUSINESS ADMINISTRATION**
 - A.** Consideration of Landowner Minutes of Board of Supervisors
Meeting held on November 1, 2022,..... Tab 1
 - B.** Consideration of Minutes of Board of Supervisors
Meeting held on November 16, 2022,..... Tab 2
 - C.** Consideration of Minutes of Board of Supervisors Continued
Meeting held on November 17, 2022,..... Tab 3
- 5. STAFF REPORTS**
 - A.** District Counsel
 - B.** District Engineer
 - C.** Landscape Inspection Services
 1. Presentation of Landscape Inspection Report..... Tab 4
 - D.** District Manager
- 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

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 landowner meeting of the Board of Supervisors of the Hawkstone Community Development District was **Tuesday, November 1, 2022, at 10:00 a.m.** at the office of Rizzetta & Company, Inc. located at 2700 S. Falkenburg Road, Suite 2745, Riverview, FL 33578.

Present and constituting a quorum were:

Matt O'Brien	Chairperson
Allison Martin	Assistant Secretary
Brian Bullock	Assistant Secretary

Also present were:

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

Audience	Present
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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

Open Landowner Meeting

The purpose of this meeting is to hold the Landowner Meeting for Hawkstone Community Development District and to hold Landowner Elections for three Supervisor position(s) on the District Board of Supervisors as prescribed in Chapter 190 Florida Statutes. Seats 1- Allison Martin, Seat 2- Matt O'Brien, and Seat 3- Nico DeArmas. This meeting was duly advertised on October 5, 2022, and October 12, 2022, and was announced at a public meeting as prescribed by Florida Statutes.

THIRD ORDER OF BUSINESS

Select a Chairperson to Run the Meeting

On a Motion by Mr. Bullock, seconded by Mr. O'Brien, with all in favor, the Board of Supervisors agreed to elect Christina Newsome as the Chairperson to run the meeting, for the Hawkstone Community Development District.

FOURTH ORDER OF BUSINESS**Determine the Number of Voting Units**

At this time, we need to determine how many potential votes there are at the meeting today. The voting units are determined to be:

Number of Total Votes:

Jen 32- 347

West Bay Homes- 141

FIFTH ORDER OF BUSINESS**Open the Floor for Nominees**

Three positions: There are three positions being elected today to the Board of Supervisors. The two with the highest number of votes will fill four-year terms. The one with the third highest votes will fill a two-year term. These positions will commence immediately after this election. I will now take nominations for Supervisor for the District. The 4 Year term will be 2022-2026 and the 2 Year term will be 2022-2024.

The nominees are:

Seat 1: Allison Martin- 4 Year Term, Seat 2: Matt O'Brien- 4 Year Term, Seat 3: Nico DeArmas- 2 Year Term

SIXTH ORDER OF BUSINESS**Collect Proxy Forms and Ballots**

I will now collect the completed ballots and proxy forms. A proxy must be signed by one of the legal owners of the property for which the vote is cast and must contain the printed or typed name of the person who signed the proxy, the street address, legal description of the property or tax parcel identification number. If the proxy authorizes more than one vote, each property must be listed and the number of acres of each property must be included.

SEVENTH ORDER OF BUSINESS**Tally the Votes and Announce Results**

After tallying the votes, the election results are:

<u>Nominees</u>	<u>JENN 32</u>	<u>WEST BAY HOMES2</u>
Seat 1: Allison Martin	347	141
Seat 2: Matt O'Brien	347	141
Seat 3: Nico DeArmas	346	140

EIGHTH ORDER OF BUSINESS**Adjournment**

There being no other business scheduled to come before the Landowners, the meeting is adjourned at 10:07 a.m.

Tab 2

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 regular meeting of the Board of Supervisors of the Hawkstone Community Development District was **Wednesday, November 16, 2022, at 10:30 a.m.** at the office of Rizzetta & Company, Inc. located at 2700 S. Falkenburg Road, Suite 2745, Riverview, FL 33578.

Present and constituting a quorum were:

Matt O'Brien	Chairperson
Brent Dunham	Vice Chairperson
Nico DeArmas	Assistant Secretary

Also present were:

Christina Newsome	District Manager; Rizzetta & Co.
Matt Huber	Regional District Manager; Rizzetta & Co.

Audience	Not Present
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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.

On a Motion by Mr. O'Brien, seconded by Mr. Dunham, with all in favor, the Board of Supervisors agreed to continue the meeting to Thursday, November 17, 2022, for the Hawkstone Community Development District.

THIRD ORDER OF BUSINESS

Supervisor requests

There were no supervisor requests at the time.

FOURTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. O'Brien, seconded by Mr. O'Brien, with all in favor, the Board of Supervisors adjourned the meeting at 10:32 a.m., for the Hawkstone Community Development District.

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Secretary/Assistant Secretary

Chairman/ Vice Chairman

Tab 3

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, November 17, 2022, at 10:30 a.m.** at the office of Rizzetta & Company, Inc. located at 2700 S. Falkenburg Road, Suite 2745, Riverview, FL 33578.

Present and constituting a quorum were:

Brent Dunham	Vice Chairperson
Allison Martin	Assistant Secretary
Nico DeArmas	Assistant Secretary

Also present were:

Christina Newsome	District Manager; Rizzetta & Co.
John Vericker	District Counsel; Straley Robin Vericker (via Phone)
John Fowler	Field Inspection Specialist; Rizzetta & Co.

Audience	Present
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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 audience members present. The audience made comments regarding the holiday lighting funds and that they would like to add additional dog waste stations around the community. The Board was informed that the construction crews were speeding through the community and that they were leaving trash and debris behind. A concern resident also let the Board know about the invasive weeds taking over lawns on Brumby Ridge.

THIRD ORDER OF BUSINESS

Consideration of Minutes of Board of Supervisors Meeting held on September 21, 2022

On a Motion by Mr. Dunham, seconded by Ms. Martin, with all in favor, the Board of Supervisors approved the Regular Board Meeting Minutes for September 21, 2022, for the Hawkstone Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of the Operations
& Maintenance Expenditures
for August and September 2022**

On a Motion by Ms. Martin seconded by Mr. Dunham, with all in favor, the Board of Supervisors approved the Operations & Maintenance Expenditures for August and September 2022, for the Hawkstone Community Development District.

FIFTH ORDER OF BUSINESS

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

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

SIXTH ORDER OF BUSINESS

**Presentation of Amended Budget for
Fiscal Year 2021-2022**

On a Motion by Ms. Martin, seconded by Mr. Dunham, with all in favor, the Board of Supervisors approved the Fiscal Year 2021-2022 Amended Budget, for the Hawkstone Community Development District.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Vericker was present via phone, however; no report was given at the time.

B. District Engineer

Not present; no report was given at the time.

C. Landscape Inspection Report

Mr. Fowler was present and introduced himself to the Board and residents.

D. District Manager

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

EIGHTH ORDER OF BUSINESS

Supervisor requests

There were no supervisor requests at the time.

NINETH 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 11:13 a.m., for the Hawkstone Community Development District.

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Secretary/Assistant Secretary

Chairman/ Vice Chairman

Tab 4

Hawkstone

LANDSCAPE INSPECTION REPORT



November 16, 2022
Rizzetta & Company
John Fowler – Landscape Specialist



Rizzetta & Company
Professionals in Community Management

Summary, Amenity Center

General Updates, Recent & Upcoming Maintenance Events

- ❑ Treat ant mounds throughout the community.
- ❑ Sunrise needs to maintain along the fence line of individual residents that border with CDD property.
- ❑ October begins the fertilization period allowed with Nitrogen. Please follow the guidelines within the contract. Notify me 5 business days before application.

The following are action items for LMP complete. Please refer to the item # in your response listing action already taken or anticipated time of completion. **Red text** indicates deficient from previous report. **Bold Red text** indicates deficient for more than a month. **Green text** indicates a proposal has been requested. **Blue** indicates irrigation. **Bold and Underlined** is a BOS decision request.

1. Mulch has been installed and looks good at the correct depth.
2. Diagnose and treat Juniper 'Parsoni' at the amenity center walking to the dog park entrance. Any dead limbs need to be removed.
3. **Treat the broadleaf weeds within the dog park in the Bahia turf. Can this be treated with enough turf to be exposed once they die off? If not, what is the plan?**
4. **Need to improve the bullnoses on the medians coming into the community on Hawkstone Trail. The Blue Daze is sparse in areas Need to fill in for a full consistently look or provide an option for a different species that will thrive. (Pic. 4)**
5. Natural area behind the amenity center needs to be pushed back during the dry months. Please mow into it approximately 5 feet.
6. Need to treat the weeds in the triangle medians next to the large round about entering the community. Broadleaf and grassy weeds are growing the in Perennial Peanut ground cover that needs to be eradicated.
7. This time of year, historically, is when ant mounds pop up more so than any other period. There were multiple ant mounds found in the turf and the beds that need to be treated. Once treated it is stated in the contract that abandoned 'dead' mounds will be smoothed out. Please make the mounds next to a sidewalk or path a top priority.
8. This time of year, historically, is also when bed weeds are a major issue. Sunrise has started a biweekly mowing schedule, but please be advised that this is a 52 week a year contract and weeds need to be treated as such.
9. Once the clubhouse is finished, the landscape and surrounding area will be updated. I am asking Sunrise to keep relatively weed free and in a neat appearance until then.



10. The ditch running along Balm Boyette Rd. needs weedeated now the rains have slowed.

11. The turf is looking healthier. Still need a weed control application to the Bahai turf on the opposite side of the sidewalk, or lake side, to control broadleaf weeds.

12. Prune the Ornamental Grasses behind mailbox kiosk so no vegetation touching it.



13. Remove sucker growth on Crepe Myrtles with this specific instance on the Southwest corner of the ROW parking lot between the sidewalk and the road.

14. Diagnose and treat the St. Augustine turf next to the mailbox Kiosk. (Pic. 14)



15. There was new St. Augustine installed on the East and West of Hawkstone Trail Blvd. between Horseshoe Bend and Woodland Spur. Both sides have a small area that was not leveled out and planted. Please correct this. (Pic. 15a and 15b)



16. Diagnose and treat the Juniper 'Parsoni' at the entrance of Woodland Spur Dr. and Balm Boyette Rd. Please cut out any dead branches currently there.

17. Annuals have been installed and look healthy and the correct spacing. Has the irrigation been adjusted for proper establishment?

18. Need to improve the health and vigor of the Flax Lilies at the gated entrance off Balm Boyette and Swiss Bridge Dr.



19. The pond behind the homes on Horseshoe Bend Dr., there is a culvert that needs to be cleared around. (Pic. 18)



23. There are several large ant mounds on the sidewalk and mulched path at the end of Paddock Wood Pl. that goes to Balm Boyette Rd. Please have these treated ASAP.

24. Remove a stump that was rolled into the lake at the end of Paddock Wood Pl.

25. Heading East on Swiss Bridge Dr. between Paddock Wood Pl. and new construction there are two areas that need more maintenance. One item is Sunrise needs to mow to the barbed wire fence behind the homes on Paddock Wood Pl. The second area is before the new construction, there is an aluminum fence that needs to have vegetation kept off it. Also, there is a corner next to the fence that needs to be maintained and will be shown in the picture below. (Pic. 25)



20. At the end of Paddock Wood Pl. there were a couple of palms removed due to Hurricane Ian. Currently there are still empty holes here. Are these going to be replaced or at least filled in to prevent a liability? (Pic. 20)



21. At the end of Paddock Wood. Pl. please remove the foot tall weeds growing within the Ornamental Grasses where the palms from the above picture have been removed.

22. At the end of Paddock Wood Pl. please bury the exposed dripline that is currently above the ground. (Pic. 22>)



26. Treat the weeds on the mulched path from the end of Paddock Wood Pl. to the start of the sidewalk. (Pic. 26)



27. Sunrise needs to remove all trash and debris on CDD property. If there is a large amount of debris, then it needs to be documented, proposal provided, and emailed to the district for consideration. There is an example located at the end of Paddock Wood Pl. with vinyl fencing that was left there. (Pic. 27)



Proposals

1. Sunrise to provide a proposal to mulch the path already established between the sidewalks at the end of Paddock Wood Pl. This should be completed with the previous mulch that is Coco Brown Cypress. Also, include soil to raise the end of each path to butt up evenly with the sidewalk. (Pic. 1)

