



Rizzetta & Company

# **Board of Supervisors' Regular Meeting July 19, 2023**

**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

<b>District Board of Supervisors</b>	Matthew O'Brien	Chairperson
	Brent Dunham	Vice Chairperson
	Marlena Nitschke	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 1-800955-8771 (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

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Board of Supervisors  
Hawkstone Community  
Development District

July 12, 2023

## FINAL AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Hawkstone Community Development District will be held on **Wednesday, July 19, 2023, at 3:00 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:

1. **CALL TO ORDER**
2. **AUDIENCE COMMENTS ON AGENDA ITEMS**
3. **BUSINESS ITEMS**
  - A. Ratification of AquaSentry Pool Proposal.....USC
  - B. Consideration of Fire Hydrant for Dog Park Proposal.....USC
  - C. Consideration of Resignation of Proteus Pool Services.....Tab 1
4. **BUSINESS ADMINISTRATION**
  - A. Consideration of Minutes of Board of Supervisors  
Regular Meeting held on May 17, 2023.....Tab 2
  - B. Consideration of Minutes of Board of Supervisors  
Continued Meeting held on May 24, 2023 .....Tab 3
  - C. Consideration of Operations and Maintenance Expenditures  
for May 2023 .....Tab 4
5. **STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
  - C. Landscape Inspection Services
    1. Presentation of Landscape Inspection Report.....Tab 5
  - D. District Manager
    1. District Manager Report.....USC
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,  
*Matthew Huber*  
Matthew Huber  
District Manager

## **Tab 1**

# **Proteus Pool Services LLC**

**PO Box 2329 Land O Lakes, Florida 34639**

**813-690-5770**

**[Proteuspools@gmail.com](mailto:Proteuspools@gmail.com)**

July 01, 2023

Matt Huber at Rizzetta and Company,

Due to an unfortunate course of events in staffing at Proteus Pool Services, it is with a heavy heart, I need to inform you that I am no longer able to service the community pool at the Hawkstone Amenity center. Please consider this the 30-day resignation as outlined in Section 14a of our contract.

We have been a contractor for Rizzetta for many years and as this was a decision based on circumstances beyond my control, I will be happy to assist in any way I am able in the event that you require our services after the 30-day time limit is up.

Regards,  
Scott C. Masucci  
President Proteus Pool Services LLC

## **Tab 2**

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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 regular meeting of the Board of Supervisors of the Hawkstone Community Development District was **Wednesday, May 17, 2023, at 3:00 p.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

Allison Martin

Marlena Nitschke

**Chairperson**

**Assistant Secretary**

**Assistant Secretary**

Also present were:

Christina Newsome

John Vericker

Kayla Connell

**District Manager; Rizzetta & Co.**

**District Counsel; Straley Robin Vericker**

**District Manager; Rizzetta & Co.**

Audience

**Not Present**

**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 comments.

**THIRD ORDER OF BUSINESS****Consideration of Resolution 2023-04,  
Supplemental Assessment**

Kayla Connell presented the Supplemental Assessment to the Board.

On a Motion by Ms. Martin, seconded by Mr. Dunham, with all in favor, the Board of Supervisors adopted Resolution 2023-04, Supplemental Assessment, for the Hawkstone Community Development District.
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**FOURTH ORDER OF BUSINESS**

**Consideration of Fiscal Year 2023-2024**

1. **Consideration of Resolution 2023-05, Approving the Fiscal Year 2023-2024 Proposed Budget, and Setting the Public Hearing on the Final Budget**

This has been tabled to the continued to May 24, 2023, at 3:00p.m.

**FIFTH ORDER OF BUSINESS**

**Consideration of Regular Minutes of Board of Supervisors Meeting held on March 22, 2023**

On a Motion by Mr. Dunham, seconded by Ms. Nitschke, with all in favor, the Board of Supervisors approved the Regular Meeting Minutes for March 22, 2023, for the Hawkstone Community Development District.

**SIXTH ORDER OF BUSINESS**

**Consideration of Operations and Maintenance Expenditures for March and April 2023**

On a Motion by Ms. Martin, seconded by Mr. Dunham, with all in favor, the Board of Supervisors ratified the Operation and Maintenance Expenditures report for March (\$96,855.24), and April 2023 (\$24,254.56), for the Hawkstone Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

Mr. Vericker was present via phone, there were no updates for the Board.

**B. District Engineer**

Not present; no report was given at the time.

**C. Landscape Inspection Services**

**1. Presentation of Landscape Inspection Report**

John Fowler was present and presented the Landscape Inspection Report to the Board.

**D. District Manager**

**1. District Manager Report**

Ms. Newsome was present and presented the District Manager Report to the Board.



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**EIGHTH ORDER OF BUSINESS****Supervisor requests**

There was supervisor one supervisor request to install more dog station locations around the community.

**NINTH 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 3:16 p.m., for the Hawkstone Community Development District.

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Secretary/Assistant Secretary

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Chairman/ Vice Chairman

## **Tab 3**

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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, March 24, 2023, at 3:00p.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	<b>Chairperson</b>
Allison Martin	<b>Assistant Secretary</b>
Marlena Nitschke	<b>Assistant Secretary</b>

Also present were:

Matthew Huber	<b>Regional District Manager; Rizzetta &amp; Co.</b>
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Audience	<b>Not Present</b>
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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 comments.

**THIRD ORDER OF BUSINESS****Consideration of Fiscal Year  
2023-2024 Proposed Budget****1. Consideration of Resolution 2023-05, Approving the Fiscal Year 2023-2024  
Proposed Budget and Setting a Public Hearing on the Final Budget**

A discussion ensued regarding Fiscal Year 2023-2024 Proposed Budget.

On a Motion by Ms. Martin, seconded by Ms. Nitschke, with all in favor, the Board of Supervisors adopted Resolution 2023-05, Approving the Fiscal Year 2023-2024 Proposed Budget and Setting a Public Hearing on the Final Budget, for the Hawkstone Community Development District.

**SIXTH ORDER OF BUSINESS****Supervisor requests**

There were no supervisor requests at the time.

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**SEVENTH 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 3:10 p.m., for the Hawkstone Community Development District.

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

\_\_\_\_\_  
Chairman/ Vice Chairman

## **Tab 4**

# HAWKSTONE COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · RIVERVIEW, FLORIDA

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

## Operation and Maintenance Expenditures

May 2023

**For Board Approval**

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

The total items being presented:      \$                                **75,322.51**

### Approval of Expenditures:

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\_\_\_\_\_ Chairperson

\_\_\_\_ Vice Chairperson

\_\_\_\_ Assistant Secretary

## Hawkstone Community Development District

### Paid Operation & Maintenance Expenditures

May 1, 2023 Through May 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Bad Boar Trapping and Outfitters, LLC	100148	Inv1809	Dog Park Latch Repair 04/23	\$ 200.00
BOCC Hillsborough County Public Utilities	100159	6307231026 3/23	12520 Balm Boyette Road 03/23	\$ 286.54
Carson's Lawn & Landscaping Services LLC	100149	7768	Hinton - Pond Banks 04/23	\$ 10,590.00
Frontier Florida, LLC	20230606-5	813-655-1393-121720-5 05/23	Clubhouse Internet 05/23	\$ 116.73
Hidden Eyes, LLC	100160	IN00002591	Change Order 50% Deposit	\$ 1,480.72
Hidden Eyes, LLC	100150	IN00002755	Change Order 50% Deposit	\$ 438.73
Hidden Eyes, LLC	100160	IN00006273	Change Order 50% Balance	\$ 1,415.81
HomeTeam Pest Defense, Inc.	100153	92711057	Pest Control 05/23	\$ 33.00
HomeTeam Pest Defense, Inc.	100161	92714240	Pest Control 05/23	\$ 122.00
Poop 911	100162	687885	Monthly - 2 Stations and 2 Trash Cans 04/23	\$ 94.90
Proteus Pool Service LLC	100151	Hawkstn037	Monthly Pool Service 04/23	\$ 916.67
Rizzetta & Company, Inc.	100152	INV0000079644	District Management Fees 05/23	\$ 4,923.42

## Hawkstone Community Development District

### Paid Operation & Maintenance Expenditures

May 1, 2023 Through May 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Solitude Lake Management, LLC	100163	PSI-66042	Aquatic Maintenance 04/23	\$ 1,846.25
Solitude Lake Management, LLC	100154	PSI-75640	Aquatic Maintenance 05/23	\$ 1,440.40
Solitude Lake Management, LLC	100163	PSI-76619	Aquatic Maintenance 05/23	\$ 1,846.25
Straley Robin Vericker	100155	23050	General Legal Services 04/23	\$ 2,191.27
Sunrise Landscape	100156	8274	Hawkstone Mulch Install 11/22	\$ 19,500.00
Sunrise Landscape	100166	10759	Monthly Landscape Phase 2- Darsey - 05/23	\$ 4,373.79
Sunrise Landscape	100166	10760	Monthly Landscape - Okerlund - 05/23	\$ 2,246.21
Sunrise Landscape	100156	10791	Irrigation Repairs 04/23	\$ 498.93
Sunrise Landscape	100156	10792	Irrigation Repairs 04/23	\$ 1,255.57
Sunrise Landscape	100165	10865	Irrigation Repairs 04/23	\$ 203.72
Sunrise Landscape	100164	10867	Irrigation Repairs 04/23	\$ 599.30
Sunrise Landscape	100166	10971	Monthly Landscape 05/23	\$ 6,990.50



# Hawkstone Community Development District

## Paid Operation & Maintenance Expenditures

May 1, 2023 Through May 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
TECO	20230606-1	Hawkstone Electric Summary 03/23 263	Electric Summary 03/23	\$ 10,115.96
Total Community Maintenance, LLC	100157	5632	Monthly Janitorial Services 05/23	\$ 1,375.00
Waste Management Inc. of Florida	100158	9930654-2206-1	Waste Services 05/23	<u>\$ 220.84</u>
<b>Report Total</b>				<b><u>\$ 75,322.51</u></b>

## **Tab 5**

# Hawkstone

## LANDSCAPE INSPECTION REPORT



May 30th, 2023  
Rizzetta & Company  
John Fowler – Landscape Specialist



Rizzetta & Company  
Professionals in Community Management



# Summary, Amenity Center

## General Updates, Recent & Upcoming Maintenance Events

- ❑ Turf has been replaced in some areas along Hawkstone Trails.
- ❑ Irrigation appears to have been repaired and healthy turf looks good. There are a lot of areas that have yet to heal though.

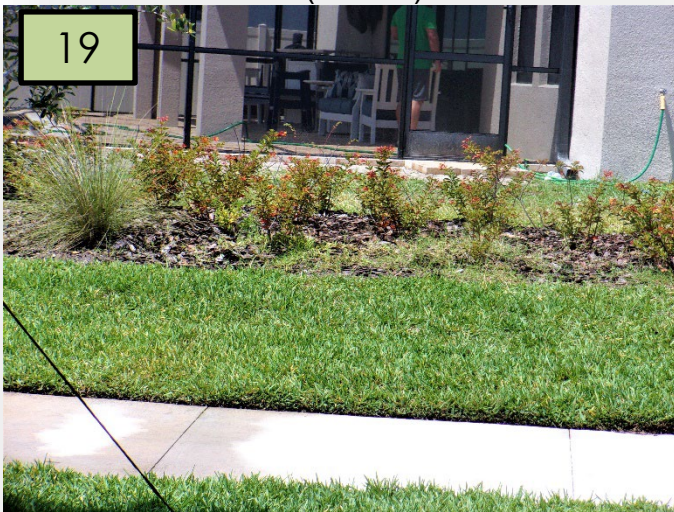
The following are action items for Sunrise complete. Please refer to the item # in your response listing action already taken or anticipated time of completion. **Red text** indicates deficient from previous report. **Bold Red text** indicates deficient for more than a month. **Green text** indicates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

1. Remove dead out of Palmettos in front of the amenity center.
2. One declining Coontie in front of the small dog park. Assess and report if it can be salvaged or a new one is needed.
3. Remove the dead out of the Podocarpus near the dog park.
4. Treat ant mounds at the dog park. (Pic. 4)
5. On the corner before the first entrance into the small dog park, there is a bare area in need of River Rock.
6. There appears to be possible hog damage to the turf behind the dog park close to the lake. Investigate and report your findings.
7. Diagnose and treat a declining Blueberry Tree along the fence line in the pool area next to the small dog park. This appears to look better but may need another treatment.
8. There is a Red Maple behind the small dog park that appears to be dead.
9. **It appears there are several hot spots in the turf on Hawkstone Trail Blvd. Please investigate the irrigation for proper coverage and time.**
10. Tip prune the dead out of the Juniper in the median beds on Hawkstone Trail Blvd.
11. Remove grass growing through sign on Hawkstone Trail by the amenities. (Pic. 11)



# Balm Boyette, Okerland

12. Based on this inspection, it appears the irrigation has been repaired for the Hawkstone Trail Blvd. ROWs. I see paint around the areas that have yet to recover. Will these areas be replaced?
13. Remove weeds in the median bed on Hawkstone Trail Blvd. closest to the amenity center.
14. Treat the weeds within the shrubs and ornamental grasses in the berm beds on both sides of Brumby Bridge Ave. and Hawkstone Trail Blvd. intersection.
15. Tip prune any dead or diseased material in all the Juniper 'Parsoni' throughout the district.
16. The first median on Hawkstone Trail Blvd. closest to the roundabout on Balm Boyette, there is a dead Coontie that needs to be removed and replaced.
17. The main roundabout looks good. Just need to hand pull a few weeds within the Blue Daze.
18. Check irrigation for coverage on HTB between Woodland Spur and new section.
19. Treat weeds on Hawkstone Trail Blvd. for ROW beds. The picture below is by Horseshoe Bend. (Pic. 19)



20. Newly installed annuals are looking good where planted.
21. Remove the sucker growth of the base of a couple Sycamore and Red Maple trees on the Balm Boyette Rd. ROW.
22. There is a Cedar Tree along Balm Boyette Rd. ROW that has a strap that has been damaged. Please fix the strap or remove if it is no longer needed. (Pic. 22)

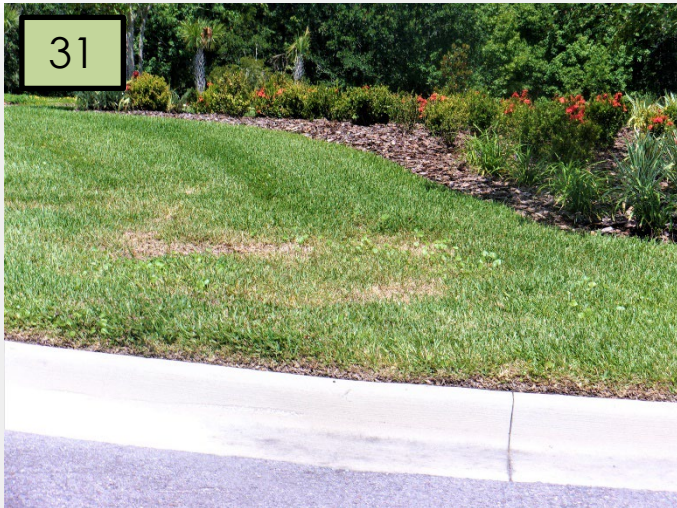


23. On both sides of Hawkstone Trail Blvd entrance and exit at the main roundabout there are Ornamental Grasses that need to have the dead fruiting structures tip pruned off.
24. There is one dead Palmetto that needs to be remove in the bed just North of Okerland entrance on Balm Boyette.
25. Hand pull a few weeds growing within the Perennial Peanut in the median before entering the gate on Swiss Bridge.
26. There is an area of turf that is damaged by the mailbox kiosk on Swiss Bridge. Please have this replaced with a couple pieces of sod or plugs.
27. Make sure you go back over or rake out any areas that have excess clipping piles. There is a small one at the model mailbox kiosk.





28. I believe that another pass or two can be mowed closer to the preserve area behind the homes on the Westside of Paddock Wood Pl.
29. There are newly planted Petit Ixora on the roundabout at the end of Paddock Wood Pl. There are a couple that have died in them and may need to be replaced. Otherwise, treat as necessary and remove the diseased material.
30. Treat the broadleaf weed in the turf at the Paddock Wood Pl. roundabout.
31. Minor turf damage at the Paddock Wood Pl. roundabout. Please repair this area and ensure irrigation is working properly. (Pic. 31)



## **Tab 5A**

# Hawkstone

## LANDSCAPE INSPECTION REPORT



June 30th, 2023  
Rizzetta & Company  
John Fowler – Landscape Specialist



Rizzetta & Company  
Professionals in Community Management



# Summary, Amenity Center

## General Updates, Recent & Upcoming Maintenance Events

☐ Rainy season has started and is helping with turf heal itself.

☐ Weed control is needed in most the beds.

The following are action items for Sunrise to 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 & Underlined** is info or a question for the BOS. **Orange** is items for Staff to address.

1. Treat the weeds in the beds around the amenity center.
2. Treat the crack weeds in the sidewalk at the amenity center. (Pic. 2)



3. Remove Oak sucker growth of the trunk for the trees in the amenity center parking lot.
4. Diagnose and treat a declining area of St. Augustine on Hawkstone Trails Blvd. in front of the amenity center between the road and the sidewalk.
5. The Bahia around the lake on Hawkstone Trails Blvd. by the roundabout with Boyette hasn't been mowed for awhile as it has multiple seed heads.
6. Treat the weeds in the median islands on Hawkstone Trails Blvd.

7. New sod has been installed on Hawkstone Trail Blvd. from the amenity center to the Boyette roundabout. There are some areas that appear dead that did not establish. Please correct. (Pic. 7)



8. Treat the small weeds and hand pull the large weeds in the ROW beds from the amenity center to the Boyette roundabout on Hawkstone Trails Blvd.
9. Trim the dead fronds and fruiting structures out of the Sable Palms behind the entrance and exit monument near the Boyette roundabout.
10. There is a 2x4 stake on a Winged Elm in the median on Hawkstone Trails Blvd. between Branberry Ridge and Red Castle that is no longer attached to the brace. Reattach or remove if no longer needed.



# Balm Boyette, Okerland

11. Treat the weeds within the Liriope and Blue Daze at the roundabout on Boyette and Hawkstone Trails Blvd.
12. Remove dead or diseased material in the Podocarpus along the aluminum fence at the amenity center.
13. The dog park turf has filled in a lot from last inspection now we are getting rain.
14. Prune the Holly Trees on Hawkstone Trails Blvd. between the amenity center and Horseshoe Bend.
15. Newly established St Augustine turf needs to be mowed between Horse Trot Rd. to Summer Branch Dr. (Pic. 15)
19. Remove the sucker growth off the Sycamore Trees on Balm Boyette from Boyette roundabout to Woodland Spur.
20. Just noting there is overgrowth in the ditch on the Balm Boyette ROW that is currently full of water. This will need to be rectified once it dries up.
21. Just noting there has been a tree removed on Balm Boyette ROW approximately halfway between the Boyette roundabout and Woodland Spur. Needs a new tree or sodded over.
22. There are a couple trees that need to be straightened on Balm Boyette just North of Woodland Spur. A couple of the straps are not attached that needs to be secured.



23. Need to remove a small dead Palmetto on Balm Boyette just before you get to Swiss Bridge intersection.
24. Tip prune the dead out of the Juniper 'Parsoni' on Balm Boyette just North of Swiss Bridge intersection.
25. Diagnose and treat the Perennial Peanut at the entrance of Okerland median before the entrance gate.

16. Newly installed Plumbago does not appear healthy on Hawkstone Trail Blvd. between Horse Trot Rd. and Paddock Pond Ave. Investigate and correct. It may be getting too much water. (16>)
17. Annuals are not thriving at the Woodland Spur entrance off Balm Boyette. Need to replace soon.
18. Diagnose and treat a Cypress tree on Balm Boyette ROW South of the Boyette roundabout. This is just past the second wooden fence heading South.





- 26. Annuals have died on Swiss Bridge median right after you enter the gate. These need to be replaced.
- 27. Treat the weeds at the median beds on Swiss Bridge at the entrance/exit gate.
- 28. Diagnose and treat a small area of declining St. Augustine at the mailbox kiosk near the models on Swiss Bridge Dr.
- 29. Schedule a pruning event to tip prune the Podocarpus at the lift station on Swiss Bridge Dr.
- 30. Remove the vines growing on the aluminum fence on Swiss Bridge Dr. near the lift station. (Pic. 30)



- 31. Diagnose and treat the stress St. Augustine at the Paddock Woods roundabout.
- 32. Diagnose and treat a couple of the newly planted Petit Ixora in the bed at Paddock Woods roundabout.
- 33. Just noting there is still the exposed pipe and washout areas at the end of Paddock Woods where the ditch was cleared out.

