



Rizzetta & Company

Hawkstone Community Development District

**Board of Supervisors' Meeting
May 19, 2021**

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

HAWKSTONE COMMUNITY DEVELOPMENT DISTRICT AGENDA

District Board of Supervisors	Brian Bullock Brent Dunham Richard Jerman Allison Martin John Kraynick	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
Regional District Manager	Matthew Huber	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 • 9428 CAMDEN FIELD PARKWAY • RIVERVIEW • FLORIDA • 33578

Board of Supervisors
Hawkstone Community
Development District

May 12, 2021

AGENDA

Dear Board Members:

The Audit Committee and regular meetings of the Board of Supervisors of the Hawkstone Community Development District will be held on **Wednesday, May 19, 2021 at 10:30 a.m.**, to be held at the office of Rizzetta & Co., located at 9428 Camden Field Pkwy, Riverview FL, 33578. The following is the agenda for this meeting:

AUDIT COMMITTEE MEETING:

1. **CALL TO ORDER/ROLL CALL**
2. **BUSINESS ADMINISTRATION**
 - A. Consideration to Include Price as a Criterion
 - B. Presentation of Auditor Selection Evaluation Criteria Tab 1
 - C. Presentation of Audit Proposal Instructions Tab 2
 - D. Presentation of Request for Proposals for Annual Auditing Services Tab 3
3. **ADJOURNMENT**

REGULAR COMMITTEE MEETING:

1. **CALL TO ORDER**
2. **AUDIENCE COMMENTS ON AGENDA ITEMS**
3. **BUSINESS ITEMS**
 - A. Ratification of Series 2019 AMTEC Proposal 421 Tab 4
 - B. Consideration of Resolution 2021-04, Amending the Supervisor Terms to Even Years..... Tab 5
 - C. Consideration of Resolution 2021-05, Resolution Designating Officers Tab 6
 - D. Consideration of Acceptance of Parcel ID No. U-05-31-21-ZZZ-000004-44750.3..... Tab 7
 - E. Presentation of Fiscal Year 2021/2022 Proposed Budget
 1. Consideration of Resolution 2021-03, Approving Fiscal Year 2021/2022 Proposed Budget and Setting the Public Hearing on the Final Budget(Under Separate Cover)
4. **BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors' Regular Meeting held on March 17, 2021 Tab 8
 - B. Consideration of the Operations & Maintenance Expenditures for March 2021 Tab 9
 - C. Consideration of the Operations & Maintenance Expenditures for April 2021 Tab 10

5. STAFF REPORTS

- A. District Counsel
- B. District Engineer
- C. District Manager

1. Announcement of Registered Voter Count Tab 11

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
Regional District Manager

RESOLUTION 2021-05

**A RESOLUTION OF THE BOARD OF SUPERVISORS
DESIGNATING THE OFFICERS OF HAWKSTONE
COMMUNITY DEVELOPMENT DISTRICT, AND
PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, Hawkstone Community Development District (the "District"), is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Hillsborough County, Florida; and

WHEREAS, the Board of Supervisors (hereinafter the "Board") now desires to designate the Officers of the District per F.S. 190.006(6).

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD
OF SUPERVISORS OF HAWKSTONE COMMUNITY
DEVELOPMENT DISTRICT:**

1. The following persons are elected to the offices shown, to wit:

<u>Brian Bullock</u>	Chair
<u>Brent Dunham</u>	Vice-Chair
<u>Bob Schleifer</u>	Secretary
<u>Scott Brizendine</u>	Treasurer
<u>Shawn Wildermuth</u>	Assistant Treasurer
<u>Christina Newsome</u>	Assistant Secretary
<u>Matt Huber</u>	Assistant Secretary
<u>Allison Martin</u>	Assistant Secretary
<u>John Kraynick</u>	Assistant Secretary
<u>Richard Jerman</u>	Assistant Secretary

2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 19th day of May, 2021.

ATTEST:

**HAWKSTONE COMMUNITY
DEVELOPMENT DISTRICT**

Print Name: _____
Secretary/ Assistant Secretary

Print Name: _____
Chair/Vice Chair of the Board of Supervisors

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, March 17, 2021 at 10:30 a.m.** at the offices of Rizzetta & Company, Inc., 9428 Camden Field Parkway, Riverview, Florida 33578.

Present and constituting a quorum were:

Brian Bullock	Chairman
Brent Dunham	Vice Chairman
Richard Jerman	Assistant Secretary (phone)
Allison Martin	Assistant Secretary

Also present were:

Matt Huber	Regional District Manager; Rizzetta & Co.
Christy Cruz	Administrative Assistant; Rizzetta & Co.
John Vericker	District Counsel; Straley, Robin & Vericker (phone)
Chris O’Kelley	District Engineer; Clearview Land Design (phone)
Bill Conrad	Representative; Sunrise Landscape
Brandon Cash	Representative; Homes by Westbay
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 a quorum was present.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

There were no audience members present.

THIRD ORDER OF BUSINESS

Consideration of Resolution 2021-02, Expansion of the District and Authorizing the Submittal of a Petition to Expand

Mr. Huber presented Resolution 2021-02, Expansion of the District and Authorizing the Submittal of a Petition to Expand to the Board.

48

On a Motion by Ms. Martin, seconded by Mr. Bullock, with all in favor, the Board of Supervisors adopted Consideration of Resolution 2021-02, Expansion of the District and Authorizing the Submittal of a Petition to Expand, for Hawkstone Community Development District.

49

50

FOURTH ORDER OF BUSINESS

Consideration of Expansion Funding Agreement

51

52

On a Motion by Mr. Jerman, seconded by Mr. Bullock, with all in favor, the Board of Supervisors approved the Expansion Funding Agreement, for Hawkstone Community Development District.

53

54

FIFTH ORDER OF BUSINESS

Acceptance of 2020 Audit Report

55

56

Mr. Huber presented the 2020 Audit Report delivered by Berger, Toombs, Elam, Gaines & Frank showing a clean audit.

57

58

On a Motion by Ms. Martin, seconded by Mr. Dunham, with all in favor, the Board of Supervisors accepted the 2020 Audit Report, for Hawkstone Community Development District.

59

60

SIXTH ORDER OF BUSINESS

Consideration of Establishment of Audit Committee

61

62

63

The Board of Supervisors considered the establishment of an audit committee. The audit contract will consist of one year with four automatic renewals per year afterwards.

64

65

66

On a Motion by Mr. Bullock, seconded by Mr. Jerman, with all in favor, the Board of Supervisors approved the full Board as the Audit Committee, for Hawkstone Community Development District.

67

68

SEVENTH ORDER OF BUSINESS

Consideration of Sunrise Landscape Proposals

69

70

71

Mr. Huber presented two proposals from Sunrise Landscape to the Board. Discussion ensued.

72

73

74

1. Sunrise Landscape Proposal for Okerlund

75

On a Motion by Mr. Bullock, seconded by Ms. Martin, with all in favor, the Board of Supervisors accepted the Sunrise Landscape Proposal for Okerlund subject to turnover and final offer, for Hawkstone Community Development District.

76
77
78

2. Sunrise Landscape Proposal for Phase 2

On a Motion by Mr. Jerman, seconded by Mr. Bullock, with all in favor, the Board of Supervisors accepted the Sunrise Landscape Proposal for Phase 2 subject to turnover and final offer, for Hawkstone Community Development District.

79
80
81
82
83
84
85
86

EIGHTH ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Meeting held on November 18, 2020

Mr. Huber presented minutes of the Board of Supervisors' meeting held on November 18, 2020 to the Board for consideration.

On a Motion by Mr. Bullock, seconded by Mr. Dunham, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' Regular Meeting held on November 18, 2020, for the Hawkstone Community Development District.

87
88
89
90
91
92
93
94

NINTH ORDER OF BUSINESS

Consideration of the Operations & Maintenance Expenditures for November and December 2020

Mr. Huber presented the Operations & Maintenance Expenditures for November and December 2020 to the Board of Supervisors.

On a Motion by Mr. Jerman, seconded by Mr. Bullock, with all in favor, the Board of Supervisors ratified the Operations & Maintenance Expenditures for November 2020 \$26,098.76 and December 2020 \$7,472.98, for the Hawkstone Community Development District.

95
96
97
98
99
100
101
102

TENTH ORDER OF BUSINESS

Consideration of the Operations & Maintenance Expenditures for January and February 2021

Mr. Huber presented the Operations & Maintenance Expenditures for January and February 2021 to the Board of Supervisors.

On a Motion by Mr. Jerman, seconded by Mr. Bullock, with all in favor, the Board of Supervisors ratified the Operations & Maintenance Expenditures for January 2021 \$11,921.95 and February 2021 \$14,295.06, for the Hawkstone Community Development District.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Vericker explained the requirements of the E-Verify documents to the Board.

On a Motion by Mr. Bullock, seconded by Mr. Dunham, with all in favor, the Board of Supervisors approved the E-Verify Requirements as presented, for Hawkstone Community Development District.

B. District Engineer

Mr. O'Kelley reported he is working on the Okerlund turnover to the Community Development District to the Board.

C. District Manager

Mr. Huber advised the Board that the next regular BOS meeting will be on Wednesday, April 21, 2021 at 10:30 a.m.

TWELFTH ORDER OF BUSINESS

Supervisor Requests

Mr. Huber asked if there were any Supervisor requests. There were none.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Bullock, seconded by Mr. Dunham, with all in favor, the Board of Supervisors adjourned the meeting at 10:43 a.m. for the Hawkstone Community Development District.

Secretary/Assistant Secretary

Chairman/ Vice Chairman

HAWKSTONE COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FL 33578

Operation and Maintenance Expenditures March 2021 For Board Approval

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

The total items being presented: **\$24,186.61**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Hawkstone Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2021 Through March 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Accurate Electronics, Inc.	001106	101305	Service Call 03/21	\$ 191.25
Frontier Florida LLC dba Frontier Communications of Florida	001100	813-655-1393-121720-5 03/21	Clubhouse Internet 03/21	\$ 60.98
Frontier Florida LLC dba Frontier Communications of Florida	001109	813-655-1393-121720-5 04/21	Clubhouse Internet 04/21	\$ 60.98
Proteus Pools	001101	HAWKSTN005	Monthly Pool Service 02/21	\$ 917.00
Proteus Pools	001110	HAWKSTN006	Monthly Pool Service 03/21	\$ 917.00
Rizzetta & Company, Inc.	001102	INV0000056952	District Management Services 03/21	\$ 3,850.00
Rizzetta Technology Services	001103	INV0000006881	Website Email & Hosting Services 03/21	\$ 100.00
Solitude Lake Management, LLC	001107	PI-A00561320	Lake & Pond Management Services 03/21	\$ 1,385.00
Straley Robin Vericker	001104	19470	General Legal Services 02/21	\$ 305.00
Straley Robin Vericker	001111	19598	General Legal Services 03/21	\$ 533.00
Straley Robin Vericker	001111	19599	District Expansion Legal Services 03/21	\$ 4,221.00
Sunrise Landscape	001108	225	Monthly Landscape 03/21	\$ 6,355.00
TECO	001105	TECO 022621	TECO Payments - 01/21	\$ 5,290.40
Report Total				<u>\$ 24,186.61</u>

HAWKSTONE COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · RIVERVIEW, FLORIDA

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

Operation and Maintenance Expenditures April 2021 For Board Approval

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

The total items being presented: **\$24,320.10**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Hawkstone Community Development District

Paid Operation & Maintenance Expenditures

April 1, 2021 Through April 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.	001112	100894	Service Call 02/21	\$ 795.00
Accurate Electronics, Inc.	001112	100895	Service Call 02/21	\$ 195.00
Accurate Electronics, Inc.	001112	100896	Service Call 02/21	\$ 495.00
Accurate Electronics, Inc.	001112	101629	Service Call 03/21	\$ 273.00
Accurate Electronics, Inc.	001112	101792	Key Tags 03/21	\$ 635.00
BOCC	001117	BOCC 041221	Security Deposit for Account #6307231026 - 12520 Balm Boyett	\$ 450.00
Clearview Land Design, P.L.	001113	21-00522	Engineering Services 03/21	\$ 1,547.50
Clearview Land Design, P.L.	001119	21-00844	Engineering Services 04/21	\$ 44.82
Office Pride	001120	INV-11394	Monthly Cleaning Services 03/21	\$ 932.75
Rizzetta & Company, Inc.	001114	INV0000057572	District Management Services 04/21	\$ 3,850.00
Rizzetta Technology Services	001115	INV0000007367	Website Email & Hosting Services 04/21	\$ 100.00
Solitude Lake Management, LLC	001121	PI-A00577740	Lake & Pond Management Services 04/21	\$ 1,385.00
Sunrise Landscape	001122	521	Monthly Landscape 04/21	\$ 6,355.00

Hawkstone Community Development District

Paid Operation & Maintenance Expenditures

April 1, 2021 Through April 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Sunrise Landscape	001118	71868	Irrigation Repairs 10/20	\$ 419.89
Sunrise Landscape	001118	72246	Irrigation Repairs 11/20	\$ 63.00
TECO	001116	211021660579 03/21	Hawkstone B & D Ranch Ph 1 Lighting 03/21	\$ 4,603.13
TECO	001123	221008194997 04/21	13104 Balm Boyette Road 04/21	\$ 341.11
TECO	001116	TECO 040821	TECO Payments - 02/21	<u>\$ 1,834.90</u>
Report Total				<u>\$ 24,320.10</u>