



Rizzetta & Company

# **Riverbend West Community Development District**

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## **Board of Supervisors' Meeting February 18, 2019**

**District Office:  
9428 Camden Field Parkway  
Riverview, Florida 33578  
813.533.2950  
[www.riverbendwestcdd.com](http://www.riverbendwestcdd.com)**

**RIVERBEND WEST  
COMMUNITY DEVELOPMENT DISTRICT**

Offices of Rizzetta & Company, 9428 Camden Field Parkway, Riverview, FL 33578

<b>Board of Supervisors</b>	Vance Edwards Kevin Kaspar Joe Collins Michael Evasick	Chairman Vice Chairman Assistant Secretary Assistant Secretary
<b>District Manager</b>	Grant Phillips	Rizzetta & Company, Inc.
<b>District Counsel</b>	John Vericker	Straley Robin & Vericker, PA
<b>District Engineer</b>	Phil Chang	Johnson Engineering

**All cellular phones must be placed on mute while in the meeting room.**

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), or 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.

February 12, 2019

**Board of Supervisors  
Riverbend West Community  
Development District**

**REVISED AGENDA**

Dear Board Members:

The regular meeting of the Board of Supervisors of the Riverbend West Community Development District will be held on **Monday, February 18, 2019 at 6:00 PM** at the offices of Rizzetta & Company, Inc. located at 9428 Camden Field Parkway, Riverview, Florida 33578. The following is the revised agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ITEMS – PART I**
  - A. Consideration of Resumé for Board Vacancy .....Tab 1
  - B. Consideration of Resolution 2019-04, Designating Officers....Tab 2
- 4. STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
    - i. Discussion of Drainage Area Maintenance
  - C. District Manager
    - i. Presentation of Unaudited Financial Statements .....Tab 3
- 5. BUSINESS ADMINISTRATION**
  - A. Consideration of Minutes of Board of Supervisors’  
Regular Meeting held January 21, 2019 .....Tab 4
  - B. Consideration of Operations & Maintenance  
Expenditures for December 2018.....Tab 5
- 6. BUSINESS ITEMS – PART II**
  - A. Presentation of Phosphorus Testing Report .....Tab 6
  - B. Consideration of Landscape-Related Proposals .....Tab 7
  - C. Consideration of Pressure Washing Proposal.....Tab 8
  - D. Ratification of Construction Requisitions (if any)
  - E. Continued Discussion of Website ADA Compliance
- 7. SUPERVISOR REQUESTS**
- 8. ADJOURNMENT**

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

Sincerely,

*Grant Phillips*

Grant Phillips  
District Manager

Tab 4

**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.*

**RIVERBEND WEST  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Riverbend West Community Development District was held on **Monday, January 21, 2019 at 6:08 PM** at the offices of Rizzetta & Company, Inc., located at 9428 Camden Field Parkway, Riverview, Florida 33578.

Present and constituting a quorum were:

Vance Edwards	<b>Board Supervisor, Chair</b>
Kevin Kaspar	<b>Board Supervisor, Vice Chair</b>
Michael Evasick	<b>Board Supervisor, Asst. Secretary</b>
Joe Collins	<b>Board Supervisor, Asst. Secretary</b>

Also present were:

Grant Phillips	<b>District Manager; Rizzetta &amp; Company</b>
Kristen Schalter	<b>District Counsel; SRV</b>
Phil Chang	<b>District Engineer; Johnson Engineering (via phone)</b>
Logan Bell	<b>Aquatic Systems, Inc.</b>

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Phillips called the meeting to order and read the roll call.

**SECOND ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

Ms. Schalter provided an update for the Board and addressed and answered the Board's general questions.

**i. Discussion Regarding CDD Dog Park Rules**

Ms. Schalter presented information regarding dog park rules and regulations to the Board for review. Discussion ensued.

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**B. District Engineer**

Mr. Chang addressed and answered general questions from the Board.

**i. Discussion Regarding Easement Areas/Rights of Way**

Mr. Phillips provided an update and addressed and answered the Board's questions.

**C. District Manager**

Mr. Phillips confirmed that the next meeting would be held on Monday, February 18<sup>th</sup> at 6:00 PM at the Riverview offices of Rizzetta & Company, as the library is unavailable. He reminded the Board of the vacant Supervisor seat which should be filled.

**i. Presentation of Monthly Unaudited Financial Statements**

Mr. Phillips presented the latest unaudited financial statements to the Board for review.

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of the Board of Supervisors' Regular Meeting Held Dec. 17, 2018**

Mr. Phillips presented the minutes of the Board of Supervisors' meeting held on December 17, 2018 to the Board for consideration.

On a Motion by Mr. Kaspar, seconded by Mr. Collins, with all in favor, the Board approved the minutes of the Board of Supervisors' meeting held on December 17, 2018 as presented for the Riverbend West Community Development District.

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**FOURTH ORDER OF BUSINESS**

**Consideration of Operations & Maintenance Expenditures for November 2018**

Mr. Phillips presented the Operations & Maintenance expenditures for the month of November 2018 to the Board for ratification.

On a Motion by Mr. Edwards, seconded by Mr. Evasick, with all in favor, the Board ratified the November 2018 Operations & Maintenance expenditures in the amount of \$21,734.03 for the Riverbend West Community Development District.

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84 **FIFTH ORDER OF BUSINESS** **Presentation of Aquatics Report**

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86 Mr. Bell outlined his report and addressed and answered general questions from  
87 the Board. Discussion ensued. The Board authorized alum testing of pond #1 as a trial  
88 for treatment.

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90 **SIXTH ORDER OF BUSINESS** **Consideration of Website ADA**  
91 **Compliance Proposal**

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93 Mr. Phillips presented a proposal for website ADA compliance to the Board for  
94 consideration and reviewed it with the Board. Discussion ensued. The Board tabled  
95 consideration of the proposal until the CDD meeting scheduled for March.

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97 **SEVENTH ORDER OF BUSINESS** **Supervisor Requests**

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99 The Board discussed the fence at 467 Serenity Mill Loop, county barriers,  
100 landscape installations, and well pump irrigation.

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102 **EIGHTH ORDER OF BUSINESS** **Adjournment**

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On a Motion by Mr. Kaspar, seconded by Mr. Edwards, with all in favor, the Board adjourned the meeting at 8:03 PM for the Riverbend West Community Development District.

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108 Secretary / Assistant Secretary Chairman / Vice Chairman

Tab 5



**RIVERBEND WEST  
COMMUNITY DEVELOPMENT DISTRICT**

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

**Operation and Maintenance Expenditures  
December 2018  
For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from December 1, 2018 through December 31, 2018. This does not include expenditures previously approved by the Board.

The total items being presented:                    **\$5,316.69**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

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

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

# Riverbend West Community Development District

## Paid Operation & Maintenance Expenditures

December 1, 2018 Through December 31, 2018

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Aquatic Systems, Inc	000173	0000429825	Mitigation Services - Monthly 12/18	\$ 112.00
Hillsborough County BOCC	000174	1442461492 11/18	222 Cascade Bend Dr. 11/18	\$ 12.79
Rizzetta & Company, Inc.	000172	INV0000036593	District Management Services 12/18	\$ 3,000.00
Tampa Electric Company	000175	211006939188 11/18	371 Cascade Bend Dr 11/18	\$ <u>2,191.90</u>
<b>Report Total</b>				<b>\$ <u>5,316.69</u></b>