



Rizzetta & Company

Riverbend West Community Development District

**Board of Supervisors' Meeting
April 15, 2019**

**District Office:
9428 Camden Field Parkway
Riverview, Florida 33578
813.533.2950
www.riverbendwestcdd.com**

**RIVERBEND WEST
COMMUNITY DEVELOPMENT DISTRICT**

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

Board of Supervisors	Vance Edwards Kevin Kaspar Joe Collins Michael Evasick Bob Glasser	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Grant Phillips	Rizzetta & Company, Inc.
District Counsel	Kristen Schalter	Straley Robin & Vericker, PA
District Engineer	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.

**RIVERBEND WEST COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FL 33578
www.riverbendwestcdd.com**

April 8, 2019

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

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Riverbend West Community Development District will be held on **Monday, April 15, 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 agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
- 4. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors' Regular Meeting held March 18, 2019Tab 1
 - B. Consideration of Operations & Maintenance Expenditures for February 2019.....Tab 2
- 5. BUSINESS ITEMS**
 - A. Discussion of Website ADA Compliance.....Tab 3
 - B. Consideration of Landscape-Related Proposal.....Tab 4
 - C. Ratification of Construction Requisitions (if any)
 - D. Discussion Regarding Phase 2 Drainage Easements
- 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 contact us at (813) 533-2950.

Sincerely,

Grant Phillips

Grant Phillips
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.

**RIVERBEND WEST
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Riverbend West Community Development District was held on **Monday, March 18, 2019 at 6:02 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	Board Supervisor, Chair
Kevin Kaspar	Board Supervisor, Vice Chair
Michael Evasick	Board Supervisor, Asst. Secretary
Joe Collins	Board Supervisor, Asst. Secretary
Bob Glasser	Board Supervisor, Asst. Secretary

Also present were:

Bryan Radcliff	District Manager; Rizzetta & Company
Kristen Schalter	District Counsel; SRV

FIRST ORDER OF BUSINESS

Call to Order

Mr. Radcliff 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. Discussion ensued, including the topics of phase 2 drainage easements, clarification of public and private easements, and the current punch list. Ms. Schalter also spoke of Sunshine Law, reminding the Board not to "reply all" when responding to emails.

B. District Manager

46 Mr. Radcliff confirmed that the next meeting would be held on Monday, April
47 15, 2019 at 6:00 PM at the Riverview offices of Rizzetta & Company.

48
49 **THIRD ORDER OF BUSINESS** **Consideration of Minutes of the**
50 **Board of Supervisors' Regular**
51 **Meeting Held February 18, 2019**
52

53 Mr. Radcliff presented the minutes of the Board of Supervisors' meeting held on
54 February 18, 2019 to the Board for consideration.
55

On a Motion by Mr. Kaspar, seconded by Mr. Evasick, with all in favor, the Board approved the minutes of the Board of Supervisors' meeting held on February 18, 2019 as presented for the Riverbend West Community Development District.

56
57 **FOURTH ORDER OF BUSINESS** **Consideration of Operations &**
58 **Maintenance Expenditures for**
59 **January 2019**
60

61 Mr. Radcliff presented the Operations & Maintenance expenditures to the Board
62 for ratification. Brief discussion ensued. The Board asked staff to follow up with TECO
63 regarding a streetlight that isn't working.
64

On a Motion by Mr. Kaspar, seconded by Mr. Glasser, with all in favor, the Board ratified the January 2019 Operations & Maintenance expenditures in the amount of \$33,912.92 for the Riverbend West Community Development District.

65
66 **FIFTH ORDER OF BUSINESS** **Consideration of Landscape**
67 **Proposals**
68

69 Mr. Radcliff presented a proposal for brush and oak tree removal to the Board for
70 consideration. Discussion ensued.
71

On a Motion by Mr. Glasser, seconded by Mr. Evasick, with all in favor, the Board approved the proposal from Yellowstone for brush and oak tree removal in the amount of \$2,100.00 for the Riverbend West Community Development District.

72
73 **SIXTH ORDER OF BUSINESS** **Supervisor Requests**
74

75 Mr. Evasick requested updates regarding guard rail installation and lighting at the
76 dog park.
77

78 Mr. Edwards inquired about an odor coming from the natural pond.

79
80 Mr. Collins commented on missing trees by corner lots, requested an update on
81 ditch pipe installation issues, and asked to be involved with new development to avoid
82 future drainage issues.

83

84 **SEVENTH ORDER OF BUSINESS**

Adjournment

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On a Motion by Mr. Edwards, seconded by Mr. Kaspar, with all in favor, the Board adjourned the meeting at 8:11 PM for the Riverbend West Community Development District.

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Secretary / Assistant Secretary

Chair / Vice Chair

DRAFT

Tab 2

**RIVERBEND WEST
COMMUNITY DEVELOPMENT DISTRICT**

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

**Operation and Maintenance Expenditures
February 2019
For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from February 1, 2019 through February 28, 2019. This does not include expenditures previously approved by the Board.

The total items being presented: **\$15,092.78**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Riverbend West Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2019 Through February 28, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Affordable Backflow Testing	000210	15019	Backflow Testing 02/19	\$ 80.00
Cartrust LLC dba Bravo!Fence	000209	28735	Repairs & Maintenance 01/19	\$ 375.00
Cartrust LLC dba Bravo!Fence	000213	28772	Repairs & Maintenance 02/19	\$ 375.00
Hillsborough County BOCC	000204	1442461492 01/19	222 Cascade Bend Dr. 01/19	\$ 12.79
JBW Designs LLC, dba Poop 911	000211	2505672	5 Stations Emptied, Bags Filled 01/19	\$ 172.25
Johnson Engineering, Inc	000206	1 Project 20181336- 000	Engineering Services through 01/06/19	\$ 1,997.50
Joseph W.L. Collins	000214	JC021819	Board of Supervisors Meeting 02/18/19	\$ 200.00
Kevin Kenneth Kaspar Sr.	000218	KK021819	Board of Supervisors Meeting 02/18/19	\$ 200.00
Michael A Evasick	000216	ME021819	Board of Supervisors Meeting 02/18/19	\$ 200.00
Rizzetta & Company, Inc.	000202	INV0000037973	District Management Services 02/19	\$ 3,000.00
Robert A. Glasser	000217	RG021819	Board of Supervisors Meeting 02/18/19	\$ 200.00
Straley Robin Vericker	000203	16425	General Legal Svcs Through 11/15/18	\$ 1,715.50
Tampa Electric Company	000207	211006939188 01/19	371 Cascade Bend Dr 01/19	\$ 2,179.65
Vance Edwards	000208	021419 Edwards	Reimbursement for Padlock 02/19	\$ 10.84
Vance Edwards	000215	VE021819	Board of Supervisors Meeting 02/18/19	\$ 200.00
Yellowstone Landscape	000212	SS 4763	Monthly Landscape Maintenance 02/19	\$ 4,174.25
Report Total				<u>\$ 15,092.78</u>