



Rizzetta & Company

Riverbend West Community Development District

Board of Supervisors' Meeting May 20, 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.

May 13, 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, May 20, 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' Meeting held April 15, 2019Tab 1
 - B. Consideration of Operations & Maintenance Expenditures for March 2019 and April 2019Tab 2
- 5. BUSINESS ITEMS**
 - A. Presentation of FY 2019-2020 Proposed Budget.....Tab 3
 - i. Consideration of Resolution 2019-05, Approving Proposed Budget and Setting Public Hearing.....Tab 4
 - B. Ratification of Construction Requisitions (if any)
 - C. Discussion Regarding Lots 52 & 53 Public Easement
 - 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

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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, April 15, 2019 at 6:03 PM** at the offices of Rizzetta & Company, Inc., located at 9428 Camden Field Parkway, Riverview, Florida 33578.

Present and constituting a quorum were:

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|-----------------|--|
| 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:

| | |
|------------------|---|
| Grant Phillips | District Manager; Rizzetta & Company |
| Kristen Schalter | District Counsel; SRV |

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.

B. District Manager

Mr. Phillips confirmed that the next meeting would be held on Monday, May 20, 2019 at 6:00 PM at the Riverview offices of Rizzetta & Company.

46 **THIRD ORDER OF BUSINESS**

**Consideration of Minutes of the
Board of Supervisors' Regular
Meeting Held March 18, 2019**

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Mr. Phillips presented the minutes of the Board of Supervisors' meeting held on March 18, 2019 to the Board for consideration.

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 March 18, 2019 as presented for the Riverbend West Community Development District.

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54 **FOURTH ORDER OF BUSINESS**

**Consideration of Operations &
Maintenance Expenditures for
February 2019**

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Mr. Phillips presented the Operations & Maintenance expenditures to the Board for ratification. Brief discussion ensued.

On a Motion by Mr. Edwards, seconded by Mr. Glasser, with all in favor, the Board ratified the February 2019 Operations & Maintenance expenditures in the amount of \$15,092.78 for the Riverbend West Community Development District.

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62 **FIFTH ORDER OF BUSINESS**

**Discussion of Website ADA
Compliance**

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Mr. Phillips introduced the topic for discussion and presented information from insurance provider Egis to the Board for review. Ms. Schalter addressed and answered general questions from the Board.

69 **SIXTH ORDER OF BUSINESS**

**Consideration of Landscape
Proposal**

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Mr. Phillips presented to the Board for consideration a proposal for replacement of dead/declining plants at one of the entrances. General discussion ensued. The Board tabled a decision on the proposal for a revised one with hardier, more suitable plants.

76 **SEVENTH ORDER OF BUSINESS**

Supervisor Requests

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Before supervisor comments began, Mr. Phillips provided a brief update regarding TECO boring work for dog park lighting and receipt of the updated Sunbiz certificate.

82 Mr. Evasick discussed guard rail installation and an odor coming from the natural
83 pond.

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85 Mr. Collins commented on a tire to be removed, the developer punch list, and
86 landscape maintenance.

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88 Mr. Edwards spoke about dog waste stations.

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90 **EIGHTH ORDER OF BUSINESS**

Adjournment

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92 On a Motion by Mr. Edwards, seconded by Mr. Kaspar, with all in favor, the Board
93 adjourned the meeting at 7:32 PM for the Riverbend West Community Development
94 District.

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96 _____
Assistant Secretary

Chair / Vice Chair

DRAFT

Tab 2

**RIVERBEND WEST
COMMUNITY DEVELOPMENT DISTRICT**

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

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

Attached please find the check register listing the Operation and Maintenance expenditures paid from March 1, 2019 through March 31, 2019. This does not include expenditures previously approved by the Board.

The total items being presented: **\$13,358.87**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Riverbend West Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2019 Through March 31, 2019

| <u>Vendor Name</u> | <u>Check #</u> | <u>Invoice Number</u> | <u>Invoice Description</u> | <u>Invoice Amount</u> |
|-----------------------------|----------------|----------------------------|--|-----------------------|
| Aquatic Systems, Inc | 000222 | 0000435475 | Mitigation Services - Monthly 02/19 | \$ 112.00 |
| Aquatic Systems, Inc | 000226 | 0000438251 | Mitigation Services - Monthly 03/19 | \$ 112.00 |
| Carr, Riggs & Ingram LLC | 000225 | 16615167 | Audit Services for FYE 09/30/18 | \$ 500.00 |
| Hillsborough County BOCC | 000223 | 1442461492 | 02/19 222 Cascade Bend Dr. 02/19 | \$ 12.79 |
| Johnson Engineering, Inc | 000219 | 2 Project 20181336- 000 | Engineering Services through 02/03/19 | \$ 955.00 |
| Joseph W.L. Collins | 000228 | JC031819 | Board of Supervisors Meeting 03/18/19 | \$ 200.00 |
| Kevin Kenneth Kaspar Sr. | 000232 | KK031819 | Board of Supervisors Meeting 03/18/19 | \$ 200.00 |
| Michael A Evasick | 000230 | ME031819 | Board of Supervisors Meeting 03/18/19 | \$ 200.00 |
| Rizzetta & Company, Inc. | 000220 | INV0000039135 | District Management Services 03/19 | \$ 3,000.00 |
| Robert A. Glasser | 000231 | BG031819 | Board of Supervisors Meeting 03/18/19 | \$ 200.00 |
| Straley Robin Vericker | 000221 | 16755 | General Legal Svcs Through 02/15/19 | \$ 1,191.65 |
| Tampa Bay Times | 000233 | 752860 | 03/08/19 Legal Advertising 03/19 | \$ 152.00 |
| Tampa Electric Company | 000224 | 211006939188 | 371 Cascade Bend Dr 02/19 02/19 | \$ 2,149.18 |
| Vance Edwards | 000229 | VE031819 | Board of Supervisors Meeting 03/18/19 | \$ 200.00 |
| Yellowstone Landscape | 000227 | SS 8746 | Monthly Landscape Maintenance 03/19 | \$ <u>4,174.25</u> |
| Report Total | | | | \$ <u>13,358.87</u> |

RIVERBEND WEST COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures April 2019 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from April 1, 2019 through April 30, 2019. This does not include expenditures previously approved by the Board.

The total items being presented: **\$13,358.87**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Riverbend West Community Development District

Paid Operation & Maintenance Expenditures

April 1, 2019 Through April 30, 2019

| <u>Vendor Name</u> | <u>Check Number</u> | <u>Invoice Number</u> | <u>Invoice Description</u> | <u>Invoice Amount</u> |
|----------------------------------|---------------------|------------------------|---|-----------------------|
| Aquatic Systems, Inc | 000240 | 0000429805 | Lake and Wetland Services - Monthly 12/18 | \$ 459.00 |
| Aquatic Systems, Inc | 000240 | 0000435454 | Lake and Wetland Services - Monthly 02/19 | \$ 459.00 |
| Aquatic Systems, Inc | 000240 | 0000438230 | Lake and Wetland Services - Monthly 03/19 | \$ 459.00 |
| Aquatic Systems, Inc | 000240 | 0000441092 | Lake and Wetland Services - Monthly 04/19 | \$ 459.00 |
| Aquatic Systems, Inc | 000240 | 0000441112 | Mitigation Services - Monthly 04/19 | \$ 112.00 |
| Hillsborough County BOCC | 000236 | 1442461492 03/19 | 222 Cascade Bend Dr. 03/19 | \$ 13.15 |
| JBW Designs LLC, dba Poop 911 | 000248 | 2550638 | 5 Stations Emptied, Bags Filled 02/19 | \$ 172.25 |
| JBW Designs LLC, dba Poop 911 | 000248 | 2596020 | 5 Stations Emptied, Bags Filled 03/19 | \$ 240.93 |
| JBW Designs LLC, dba Poop 911 | 000248 | 2682087 | 3 Stations Installed 03/19 | \$ 975.00 |
| Johnson Engineering, Inc | 000237 | 3 Project 20181336-000 | Engineering Services through 03/10/19 | \$ 340.00 |
| Joseph W.L. Collins | 000242 | JC041519 | Board of Supervisors Meeting 04/15/19 | \$ 200.00 |
| Kevin Kenneth Kaspar Sr. | 000246 | KK041519 | Board of Supervisors Meeting 04/15/19 | \$ 200.00 |
| Michael A Evasick | 000244 | ME041519 | Board of Supervisors Meeting 04/15/19 | \$ 200.00 |
| Rizzetta & Company, Inc. | 000234 | INV0000039719 | District Management Services 04/19 | \$ 3,000.00 |

Riverbend West Community Development District

Paid Operation & Maintenance Expenditures

April 1, 2019 Through April 30, 2019

| <u>Vendor Name</u> | <u>Check Number</u> | <u>Invoice Number</u> | <u>Invoice Description</u> | <u>Invoice Amount</u> |
|---------------------------|---------------------|-----------------------|---------------------------------------|-----------------------|
| Robert A. Glasser | 000245 | BG041519 | Board of Supervisors Meeting 04/15/19 | \$ 200.00 |
| Straley Robin Vericker | 000235 | 16857 | General Legal Svcs Through 03/15/19 | \$ 3,000.85 |
| Tampa Bay Times | 000239 | 766805 04/07/19 | Legal Advertising 04/19 | \$ 326.50 |
| Tampa Electric Company | 000238 | 211006939188 03/19 | 371 Cascade Bend Dr 03/19 | \$ 2,181.28 |
| US Bank | 000247 | 5312533 | Trustee Fees S2016 03/01/19-02/29/20 | \$ 3,717.38 |
| Vance Edwards | 000243 | VE041519 | Board of Supervisors Meeting 04/15/19 | \$ 200.00 |
| Yellowstone Landscape | 000241 | SS 16518 | Monthly Landscape Maintenance 04/19 | <u>\$ 4,174.25</u> |
| Report Total | | | | <u>\$ 13,358.87</u> |