



Rizzetta & Company

Riverbend West Community Development District

Board of Supervisors' Meeting July 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.

July 5, 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, July 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
 - i. Consideration of Resolution 2019-06, Declaring Special AssessmentsUSC
 - ii. Consideration of Resolution #2019-07, Setting Public Hearing on Special AssessmentsUSC
 - B. District Engineer
 - C. District Manager
- 4. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors' Meeting held June 17, 2019Tab 1
 - B. Consideration of Operations & Maintenance Expenditures for June 2019Tab 2
- 5. BUSINESS ITEMS**
 - A. Presentation of Fiscal Year 2018 Final AuditTab 3
 - B. Consideration of Bond Counsel Engagement LetterTab 4
- 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, June 17, 2019 at 6:00 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
Logan Bell	Solitude (Via phone)

FIRST ORDER OF BUSINESS

Call to Order

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

THIRD ORDER OF BUSINESS

Staff Reports

A. Aquatic Services Presentation

Mr. Bell presented his Aquatics Report to the Board. Mr. Bell advised the Board that he will have proposals for various issues at the next meeting regarding treatments and drainage issues.

On a Motion by Mr. Edwards, seconded by Mr. Kaspar, with all in favor, the Board approved to add an extra \$41.00 per month to the Aquatics Maintenance Agreement for additional pond maintenance for the Riverbend West Community Development District.

43 (Mr. Bell hung up at 6:08 PM)

44

45 **B. District Counsel**

46

47 Ms. Schalter updated the Board on various items regarding invasive species
48 status with the county, assessments for phase 3, and a report that District
49 Engineer is preparing for the bond issuance.

50

51 (Ms. Schalter hung up at 6:17 PM)

52

53 **C. District Engineer**

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55 Not present; No report provided.

56

57 **D. District Manager**

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59 Mr. Radcliff confirmed that the next meeting would be held on Monday, July
60 15, 2019 at 6:00 PM at the Riverview offices of Rizzetta & Company.

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62 **FOURTH ORDER OF BUSINESS**

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**Consideration of Minutes of the
Board of Supervisors' Regular
Meeting Held May 20, 2019**

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67 Mr. Radcliff presented the minutes of the Board of Supervisors' meeting held on
68 May 20, 2019 to the Board for consideration.

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On a Motion by Mr. Kaspar, seconded by Mr. Edwards, with all in favor, the Board approved the minutes of the Board of Supervisors' meeting held on May 20, 2019 as presented for the Riverbend West Community Development District.

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70 **FIFTH ORDER OF BUSINESS**

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

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75 Mr. Radcliff presented the Operations & Maintenance expenditures to the Board
76 for ratification. It was confirmed that the amount printed on the cover sheet should have
77 been \$13,047.89. Brief discussion ensued.

77

On a Motion by Mr. Edwards, seconded by Mr. Evasick, with all in favor, the Board ratified the May 2019 Operations & Maintenance expenditures in the correct amount of (\$13,047.89) for the Riverbend West Community Development District.

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81 **EIGHTH ORDER OF BUSINESS**

Supervisor Requests

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83 Mr. Edwards spoke about the digging at 21st Ave, the TECO Park light issue, and
84 requested for the District Engineer to call/attend next meeting.

85

86 Mr. Evasick spoke about leaning fence line on 7th St.

87

88 Mr. Collins spoke about Lennar work being improperly installed.

89

90 **NINTH 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 6:57 PM for the Riverbend West Community Development 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 June 2019 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from June 1, 2019 through June 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

June 1, 2019 Through June 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	000268	0000446838	Lake and Wetland Services - Monthly 06/19	\$ 459.00
Aquatic Systems, Inc	000268	0000446859	Mitigation Services - Monthly 06/19	\$ 112.00
Hillsborough County BOCC	000264	1442461492 05/19	222 Cascade Bend Dr. 05/19	\$ 12.79
JBW Designs LLC, dba Poop 911	000267	2706592	5 Stations Emptied, Bags Filled 05/19	\$ 240.93
JBW Designs LLC, dba Poop 911	000267	2793910	5 Stations Emptied, Bags Filled 04/19	\$ 240.93
Johnson Engineering, Inc	000265	4 Project 20181336-000	Engineering Services through 05/05/19	\$ 212.50
Joseph W.L. Collins	000257	JC052019	Board of Supervisors Meeting 05/20/19	\$ 200.00
Kevin Kenneth Kaspar Sr.	000261	KK052019	Board of Supervisors Meeting 05/20/19	\$ 200.00
Michael A Evasick	000259	ME052019	Board of Supervisors Meeting 05/20/19	\$ 200.00
Rizzetta & Company, Inc.	000262	INV0000041037	District Management Services 06/19	\$ 3,000.00
Robert A. Glasser	000260	BG052019	Board of Supervisors Meeting 05/20/19	\$ 200.00
Tampa Electric Company	000266	211006939188 05/19	371 Cascade Bend Dr 05/19	\$ 2,139.68
Vance Edwards	000258	VE052019	Board of Supervisors Meeting 05/20/19	\$ 200.00
Yellowstone Landscape	000263	SS 22029	Monthly Landscape Maintenance 05/19	<u>\$ 4,174.25</u>
Report Total				<u>\$ 11,592.08</u>