



Rizzetta & Company

# **Riverbend West Community Development District**

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## **Board of Supervisors' Meeting September 25, 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 Bob Glasser	Chair Vice Chair Assistant Secretary Assistant Secretary Assistant Secretary
<b>District Manager</b>	Bryan Radcliff	Rizzetta & Company, Inc.
<b>District Counsel</b>	Kristen Schalter	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 Comments 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.

September 23, 2019

Board of Supervisors  
Riverbend West Community  
Development District

**REVISED AGENDA**

Dear Board Members:

The public hearing and special meeting of the Board of Supervisors of the Riverbend West Community Development District will be held on **Wednesday, September 25, 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. **STAFF REPORTS**
  - A. Aquatic Services Update
  - B. District Counsel
  - C. District Engineer
  - D. District Manager
4. **BUSINESS ADMINISTRATION**
  - A. [Consideration of Minutes of Board of Supervisors' Meeting held September 12, 2019](#) .....Tab 1
5. **BUSINESS ITEMS**
  - A. Consideration of Resolution 2019-13, Final Assessment Resolution .....Tab 2
  - B. Consideration of Assignment of Site Development Agreement .....Tab 3
  - C. Discussion Regarding Drainage/Elevation Issues
  - D. Discussion Regarding Pond Maintenance Issues
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,

*Bryan Radcliff*

Bryan Radcliff  
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 special meeting of the Board of Supervisors of the Riverbend West Community Development District was held on **Monday, September 12, 2019 at 6:01 PM** at the offices of Rizzetta & Company, Inc., located at 9428 Camden Field Pkwy, Riverview, FL 33578.

Present and constituting a quorum were:

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

Also present were:

Bryan Radcliff	<b>District Manager; Rizzetta &amp; Company</b>
Kristen Schalter	<b>District Counsel; SRV</b>
John Vericker	<b>District Counsel; SRV</b>
Phil Chang	<b>District Engineer; Johnson Engineering (via phone)</b>
Jennifer LaRocco	<b>Bond Counsel; Gray-Robinson</b>
Andrew Rhinehart	<b>Developer; Cassidy Homes</b>
Milton Andrade	<b>Developer; Highland Homes (via phone)</b>

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Radcliff called the meeting to order and read the roll call, confirming quorum.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There were no audience members present for comments/questions.

**THIRD ORDER OF BUSINESS**

**Consideration of Resolution  
2019-12, Designating Officers**

45 Mr. Radcliff presented Resolution 2019-12 to the Board for consideration. The  
46 Board confirmed Mr. Edwards as Chair, Mr. Kaspar as Vice Chair, and the remaining  
47 supervisors along with Mr. Radcliff serving as assistant secretaries.  
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On a Motion by Mr. Edwards, seconded by Mr. Kaspar, with all in favor, the Board adopted Resolution 2019-12, Designating Officers, for the Riverbend West Community Development District.

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50 *(Ms. LaRocco joined the meeting in progress at 6:08 PM.)*

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52 **FOURTH ORDER OF BUSINESS**

**Acknowledgment of Disclosure Letter**

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55 Mr. Radcliff presented the acknowledgment of disclosure letter from FMSbonds to  
56 the Board for consideration.  
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On a Motion by Mr. Kaspar, seconded by Mr. Glasser, with all in favor, the Board approved the acknowledgment of disclosure letter from FMSbonds for the Riverbend West Community Development District.

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59 **FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2019-11, Bond Delegation**

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62 Mr. Radcliff presented Resolution 2019-11 to the Board for consideration. Mr.  
63 Vericker and Ms. LaRocco presented for consideration and explained to the Board all  
64 ancillary Series 2019 bond-related documents (**Supplemental Trust Indenture, Agreement to Convey or Dedicate, Declaration of Consent to Jurisdiction, Collateral Assignment, Funding and Completion Agreement, True-Up Agreement, Notice of Lien and Disclosure of Public Financing, and Development Acquisition Agreement**)  
65 included in the agenda, which the Board also approved.  
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On a Motion by Mr. Edwards, seconded by Mr. Kaspar, with all in favor, the Board adopted Resolution 2019-11, Bond Delegation, and approved the ancillary Series 2019 bond-related documents (Supplemental Trust Indenture, Agreement to Convey or Dedicate, Declaration of Consent to Jurisdiction, Collateral Assignment, Funding and Completion Agreement, True-Up Agreement, Notice of Lien and Disclosure of Public Financing, and Development Acquisition Agreement) for the Riverbend West Community Development District.

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71 **SIXTH ORDER OF BUSINESS**

**Staff Reports**

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Mr. Chang presented his report and reviewed it with the Board. Discussion ensued. Topics discussed included grading for Phase 3, slick sidewalks, drainage easement in Phase 3, and the elevation of homes in Phase 3.

On a Motion by Mr. Kaspar, seconded by Mr. Edwards, with all in favor, the Board approved the expense of three core sample testings to be performed for an amount not to exceed \$1,500.00 for the Riverbend West Community Development District.

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**B. Aquatic Services Update**

i. Consideration of Water Testing Proposals

Mr. Radcliff presented water testing proposals from Aquatic Systems for ponds #1, #2, and #4 to the Board for consideration. Discussion ensued. The Board requested that Mr. Radcliff speak with the vendor in an effort to reduce the proposed costs of the water testing and reassess previous shortcomings with their service.

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**C. District Counsel**

Ms. Schalter updated the Board on violation letters regarding debris and dog waste. The status of the next meeting was also discussed.

*(Ms. LaRocco, Mr. Vericker, Mr. Rhinehart, and  
Mr. Andrade left the meeting at 6:21 PM.)*

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**D. District Manager**

Mr. Radcliff confirmed that the next meeting will be held on Wednesday, September 25, 2019 at 6:00 PM at the offices of Rizzetta & Company, located at 9428 Camden Field Parkway, Riverview, FL 33578.

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**SEVENTH ORDER OF BUSINESS**

**Consideration of Minutes of  
Board of Supervisors' Regular  
Meeting Held on Aug. 5, 2019**

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Mr. Radcliff presented the minutes of the meeting held on August 5, 2019 to the Board for consideration.

On a Motion by Mr. Collins, seconded by Mr. Glasser, with all in favor, the Board approved the minutes of the Board of Supervisors' meeting held on August 5, 2019 for the Riverbend West Community Development District.

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111 **EIGHTH ORDER OF BUSINESS**

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

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Mr. Radcliff presented the August 2019 O&M expenditures to the Board for ratification. Discussion ensued. The Board requested research on a Landmark Engineering invoice in the amount of \$1,316.25, which should have been charged to bond proceeds and not O&M.

On a Motion by Mr. Edwards, seconded by Mr. Kaspar, with all in favor, the Board ratified the Operations & Maintenance Expenditures for August 2019 (\$21,946.12) for the Riverbend West Community Development District.

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121 **NINTH ORDER OF BUSINESS**

**Consideration of Insurance  
Policy Renewal**

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Mr. Radcliff presented the annual insurance policy renewal to the Board for consideration.

On a Motion by Mr. Kaspar, seconded by Mr. Glasser, with all in favor, the Board approved the annual insurance policy renewal for the Riverbend West Community Development District.

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129 **TENTH ORDER OF BUSINESS**

**Consideration of Technology  
Services Contract**

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Mr. Radcliff presented the technology services contract to the Board for consideration.

On a Motion by Mr. Edwards, seconded by Mr. Kaspar, with all in favor, the Board approved the technology services contract with Rizzetta & Company for the Riverbend West Community Development District.

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136 **ELEVENTH ORDER OF BUSINESS**

**Consideration of Website ADA  
Compliance Proposals**

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Mr. Radcliff presented three proposals for website ADA compliance to the Board for consideration. Discussion ensued.



On a Motion by Mr. Kaspar, seconded by Mr. Glasser, with all in favor, the Board accepted the website ADA compliance services proposal from Campus Suite for the Riverbend West Community Development District.

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**TWELFTH ORDER OF BUSINESS**

**Supervisor Requests**

Mr. Kaspar asked about pond signage that had been approved at a previous meeting.

Mr. Collins commented on pond conditions and requested that a representative from Aquatic Systems attend the next meeting.

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Mr. Edwards, seconded by Mr. Kaspar, with all in favor, the Board adjourned the meeting at 8:01 PM for the Riverbend West Community Development District.

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Assistant Secretary

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Chair / Vice Chair