



Rizzetta & Company

# **Riverbend West Community Development District**

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## **Board of Supervisors' Meeting December 16, 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.

December 9, 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, December 16, 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. Landscaping & Irrigation Update
    - i. Consideration of Landscaping Proposal(s) .....Tab 1
  - B. Aquatic Services Update
  - C. District Counsel
  - D. District Engineer
  - E. District Manager
4. **BUSINESS ADMINISTRATION**
  - A. Consideration of Minutes of Board of Supervisors' Meeting held November 18, 2019 .....Tab 2
  - B. Consideration of Operations & Maintenance Expenditures for November 2019.....Tab 3
  - C. Ratification of Check Requisitions
5. **BUSINESS ITEMS**
  - A. Consideration of Cameras Installation Proposal .....Tab 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,

*Bryan Radcliff*

Bryan Radcliff  
District Manager

Tab 2

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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, November 18, 2019 at 6:04 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>
Michael Evasick	<b>Board Supervisor, Asst. Secretary</b>
Bob Glasser	<b>Board Supervisor, Asst. Secretary</b>
Joe Collins	<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>
Phil Chang	<b>District Engineer; Johnson Engineering (via phone)</b>
Brian Santillana	<b>Account Rep; Yellowstone</b>
Jose Vazquez	<b>Account Rep; Yellowstone</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**

**Staff Reports**

**A. Landscaping & Irrigation Update**

Mr. Santillana and Mr. Vasquez presented their latest landscaping and irrigation report to the Board for review. Discussion ensued. The Board requested proposals for mulch, plant replacement, and palm tree replacement, as well as an update on all irrigation for the next meeting.

46 **B. District Counsel**

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48 Ms. Schalter spoke to the Board regarding mowing equipment damages, a  
49 dog park incident, and a proposal on the agenda from Yellowstone for installation of  
50 erosion protection measures. Discussion ensued.

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52 *(Ms. Schalter disconnected from the meeting at 6:29 PM.)*  
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On a Motion by Mr. Kaspar, seconded by Mr. Edwards, with all in favor, the Board of Supervisors approved proposal #36979 from Yellowstone for installation of erosion protection measures at a reduced cost of \$350.00 for the Riverbend West Community Development District.

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55 *(Mr. Santillana and Mr. Vazquez left the meeting at 6:33 PM.)*  
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57 **C. Aquatic Services Update**

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59 Mr. Radcliff introduced the topic for discussion. The Board requested that  
60 trash and debris be picked up during Aquatic Systems, Inc.'s next scheduled visit.  
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62 **D. District Counsel**

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64 Ms. Schalter presented her report to the Board. Topics discussed included a  
65 recent dog park incident and a proposal from Yellowstone for erosion protection.  
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67 **E. District Engineer**

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69 Mr. Chang presented his report to the Board. Topics discussed included  
70 Phase 3 grading, cameras and potential power sources, and developer follow-up.  
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72 **F. District Manager**

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74 Mr. Radcliff confirmed that the next meeting will be held on Monday,  
75 December 16, 2019 at 6:00 PM at the offices of Rizzetta & Company, located at  
76 9428 Camden Field Parkway, Riverview, FL 33578.  
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78 **THIRD ORDER OF BUSINESS**

**Consideration of Minutes of  
Board of Supervisors' Meeting  
Held October 21, 2019**

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82 Mr. Radcliff presented the minutes of the meeting held on October 21, 2019 to  
83 the Board for consideration.  
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On a Motion by Mr. Kaspar, seconded by Mr. Glasser, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on October 21, 2019 for the Riverbend West Community Development District.

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**FOURTH ORDER OF BUSINESS**

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

Mr. Radcliff presented the October 2019 O&M expenditures to the Board for ratification.

On a Motion by Mr. Edwards, seconded by Mr. Kaspar, with all in favor, the Board of Supervisors ratified the Operations & Maintenance Expenditures for October 2019 (\$22,736.54) for the Riverbend West Community Development District.

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**FIFTH ORDER OF BUSINESS**

**Ratification of Check Requisitions #1 and #2**

Mr. Radcliff presented check requisitions #1 and #2 to the Board for ratification.

On a Motion by Mr. Kaspar, seconded by Mr. Evasick, with all in favor, the Board of Supervisors ratified check requisitions #1 and #2 for the Riverbend West Community Development District.

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**SIXTH ORDER OF BUSINESS**

**Consideration of Fence Repair Proposal**

Mr. Radcliff presented a proposal for vinyl fence repairs to the Board for consideration. Discussion ensued. Mr. Glasser requested a description of the materials and method(s) to be used.

On a Motion by Mr. Kaspar, seconded by Mr. Evasick, with all in favor, the Board of Supervisors approved the proposal from CMS (Construction Management Services) for vinyl fence repairs in an amount not to exceed \$3,000.00 for the Riverbend West Community Development District.

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**SEVENTH ORDER OF BUSINESS**

**Supervisor Requests**

Mr. Kaspar commented on unleashed dogs, which violates County ordinance.

112 Mr. Edwards requested follow-up on moving mailboxes from the east end of 1<sup>st</sup> to  
113 the west side of 1<sup>st</sup>.

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115 Mr. Evasick commented on speed bumps and 4-way stop signs.  
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117 Mr. Collins commented on new monuments and the difference between the  
118 existing ones.

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120 **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 of Supervisors adjourned the meeting at 7:35 PM for the Riverbend West Community Development District.

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

\_\_\_\_\_  
Chair / Vice Chair

DRAFT



Tab 3

# RIVERBEND WEST COMMUNITY DEVELOPMENT DISTRICT

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

## Operation and Maintenance Expenditures November 2019 For Board Approval

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

The total items being presented:        **\$11,590.00**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

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

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

# Riverbend West Community Development District

## Paid Operation & Maintenance Expenditures

November 1, 2019 Through November 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	000356	0000461424	Lake and Wetland Services - Monthly 11/19	\$ 500.00
Aquatic Systems, Inc	000356	0000461445	Mitigation Services - Monthly 11/19	\$ 112.00
Department of Economic Opportunity	000358	74597	Special District Fee FY 19/20	\$ 175.00
Hillsborough County BOCC	000353	1442461492 10/19	222 Cascade Bend Dr. 10/19	\$ 12.97
OnSight Industries, LLC	000352	006-19-261172D	Signs & Installation - Deposit	\$ 1,037.70
Rizzetta & Company, Inc.	000355	INV0000044471	District Management Services 11/19	\$ 3,095.67
Tampa Bay Times	000359	0000033918 11/08/19	Legal Advertising 11/19	\$ 242.00
Tampa Electric Company	000354	211006939188 10/19	371 Cascade Bend Dr 10/19	\$ 2,165.43
Yellowstone Landscape	000351	SS 61070	Irrigation Repairs 10/19	\$ 74.98
Yellowstone Landscape	000357	SS 62515	Monthly Landscape Maintenance 11/19	<u>\$ 4,174.25</u>
Report Total				<u>\$ 11,590.00</u>