



Rizzetta & Company

Riverbend West Community Development District

Board of Supervisors' Meeting January 20, 2020

**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	Chair Vice Chair Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Bryan Radcliff	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 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.

January 10, 2020

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

AGENDA

Dear Board Members:

The meeting of the Board of Supervisors of the Riverbend West Community Development District will be held on **Monday, January 20, 2020 at 6:00 PM** (immediately following the Audit Review Committee meeting) 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
 - B. Aquatic Services Update
 - i. Presentation of Alum Jar Testing ResultsTab 1
 - C. District Counsel
 - D. District Engineer
 - E. District Manager
- 4. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors' Meeting held December 16, 2019Tab 2
 - B. Consideration of Operations & Maintenance Expenditures for December 2019.....Tab 3
- 5. BUSINESS ITEMS**
 - A. Consideration of Audit Committee Recommendation
 - B. Consideration of Maintenance Services Proposal.....Tab 4
 - C. Discussion of Perimeter Fencing for Phase 3
 - D. Discussion of Mailbox Relocation
- 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, December 16, 2019 at 6:00 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	Board Supervisor, Chair
Kevin Kaspar	Board Supervisor, Vice Chair
Michael Evasick	Board Supervisor, Asst. Secretary
Bob Glasser	Board Supervisor, Asst. Secretary (via phone)
Joe Collins	Board Supervisor, Asst. Secretary

Also present were:

Bryan Radcliff	District Manager; Rizzetta & Company
Kristen Schalter	District Counsel; SRV
Phil Chang	District Engineer; Johnson Engineering (via phone)
Peter Simoes	Account Rep; SOLitude`
Brian Santillana	Account Rep; Yellowstone (via phone)
Jose Vazquez	Account Rep; Yellowstone (via phone)

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.

i. Consideration of Landscaping Proposal

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Mr. Radcliff presented a proposal for mulch installation to the Board for consideration, along with two additional proposals for plant removal and replacement along the 21st Ave. fence line, and removal and replacement of a dead cabbage palm.

On a Motion by Mr. Glasser, seconded by Mr. Evasick, with all in favor, the Board of Supervisors approved three proposals from Yellowstone (#38009 for \$4,854.48; #38021 for \$473.70; and #39272 for \$3,955.88) for the Riverbend West Community Development District.

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(Mr. Santillana and Mr. Vazquez disconnected from the meeting at 6:24 PM.)

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B. Aquatic Services Update

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Mr. Simoes presented his latest aquatic services report to the Board for review. He confirmed that the alum jar tests for ponds #1, #2, and #4 will be conducted on Dec. 18th.

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(Mr. Simoes left the meeting at 6:35 PM.)

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C. District Counsel

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Ms. Schalter presented her report to the Board and provided an update on her efforts to obtain a new agreement with Aquatic Systems, Inc.

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D. District Engineer

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Mr. Chang presented his report to the Board. Topics discussed included a fence being included for Phase 3, the culvert at 1st and 21st, and Phase 3 grading.

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(Mr. Chang disconnected from the meeting at 6:59 PM.)

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E. District Manager

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Mr. Radcliff confirmed that the next meeting will be held on Monday, January 20, 2020 at 6:00 PM at the offices of Rizzetta & Company, located at 9428 Camden Field Parkway, Riverview, FL 33578.

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THIRD ORDER OF BUSINESS

**Consideration of Minutes of
Board of Supervisors' Meeting
Held November 18, 2019**

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Mr. Radcliff presented the minutes of the meeting held on November 18, 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 of Supervisors approved the minutes of the Board of Supervisors' meeting held on November 18, 2019 for the Riverbend West Community Development District.

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89 **FOURTH ORDER OF BUSINESS**

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

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

On a Motion by Mr. Edwards, seconded by Mr. Evasick, with all in favor, the Board of Supervisors ratified the Operations & Maintenance Expenditures for November 2019 (\$11,590.00) for the Riverbend West Community Development District.

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97 **FIFTH ORDER OF BUSINESS**

**Consideration of Cameras
Installation Proposal**

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Mr. Radcliff presented a proposal for installation of cameras to the Board for consideration. Discussion ensued. The Board agreed to table consideration of the item until further notice.

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SIXTH ORDER OF BUSINESS

Supervisor Requests

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Mr. Collins requested follow-up on moving the mailboxes across the street

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SEVENTH ORDER OF BUSINESS

Adjournment

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On a Motion by Mr. Kaspar, seconded by Mr. Evasick, with all in favor, the Board of Supervisors adjourned the meeting at 7:15 PM for the Riverbend West Community Development District.

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Assistant Secretary

Chair / Vice Chair

Tab 3

RIVERBEND WEST COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures December 2019 For Board Approval

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

The total items being presented: **\$17,010.76**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Riverbend West Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2019 Through December 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Hillsborough County BOCC	000368	1442461492 11/19	222 Cascade Bend Dr. 11/19	\$ 13.59
JBW Designs LLC, dba Poop 911	000376	2938156	5 Stations Emptied, Bags Filled 09/19	\$ 240.93
JBW Designs LLC, dba Poop 911	000376	2992331	5 Stations Emptied, Bags Filled 10/19	\$ 240.93
JBW Designs LLC, dba Poop 911	000376	3048020	5 Stations Emptied, Bags Filled 11/19	\$ 240.93
Johnson Engineering, Inc	000369	10 Project 20181336- 000	Engineering Services through 11/03/19	\$ 1,227.96
Joseph W.L. Collins	000360	JC111819	Board of Supervisors Meeting 11/18/19	\$ 200.00
Kevin Kenneth Kaspar Sr.	000364	KK111819	Board of Supervisors Meeting 11/18/19	\$ 200.00
Michael A Evasick	000362	ME111819	Board of Supervisors Meeting 11/18/19	\$ 200.00
OnSight Industries, LLC	000370	006-19-261172-1	Signs & Installation - Balance	\$ 1,037.70
Rizzetta & Company, Inc.	000365	INV0000045170	District Management Services 12/19	\$ 3,095.67
Robert A. Glasser	000363	BG111819	Board of Supervisors Meeting 11/18/19	\$ 200.00
Solitude Lake Management	000375	PI-A00330685	Lake and Wetland Services - Monthly 12/19	\$ 500.00
Solitude Lake Management	000375	Pi-A00330686	Mitigation Services - Monthly 12/19	\$ 112.00
Straley Robin Vericker	000371	17720	General Legal Svcs Through 11/15/19	\$ 1,853.85

Riverbend West Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2019 Through December 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Tampa Bay Times	000373	0000040425 11/29/19	Legal Advertising 11/19	\$ 299.50
Tampa Electric Company	000372	211006939188 11/19	371 Cascade Bend Dr 11/19	\$ 2,162.45
Vance Edwards	000361	VE111819	Board of Supervisors Meeting 11/18/19	\$ 200.00
Williams Mobile Detailing & Pressure Washing	000366	214	Pressure Wash 11/19	\$ 400.00
Yellowstone Landscape	000374	SS 68222	Monthly Landscape Maintenance 12/19	\$ 4,174.25
Yellowstone Landscape	000367	SS 70339	Irrigation Repairs 11/19	\$ 62.00
Yellowstone Landscape	000367	SS 70340	Erosion Protection 12/19	<u>\$ 349.00</u>
Report Total				<u>\$ 17,010.76</u>