



Rizzetta & Company

Riverbend West Community Development District

**Board of Supervisors' Meeting
March 16, 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.

RIVERBEND WEST COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE • 9428 CAMDEN FIELD PARKWAY • RIVERVIEW, FL 33578
www.riverbendwestcdd.com

March 6, 2020

Board of Supervisors
Riverbend West Community
Development District

Dear Board Members:

The meeting of the Board of Supervisors of the Riverbend West Community Development District will be held on **Monday, March 16, 2020 at 6:00 p.m.** 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
 1. Consideration of Proposal for Plant Install for 21st AvenueTab 1
 - B.** Aquatic Services Update.....Tab 2
 - C.** District Counsel
 - D.** District Engineer
 - E.** District Manager
- 4. BUSINESS ADMINISTRATION**
 - A.** Consideration of Minutes of the Board of Supervisors' Meeting held February 17, 2020Tab 3
 - B.** Consideration of Operations & Maintenance Expenditures for February 2020.....Tab 4
 - C.** Ratification of Construction Requisitions if any
- 5. BUSINESS ITEMS**
 - A.** Ratification of TECO Lighting AgreementTab 5
- 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) 933-5571.

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 meeting of the Board of Supervisors of the Riverbend West Community Development District was held on **Monday, February 17, 2020 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
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 Lake Management

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

i. Consideration of Landscaping Proposal

Mr. Radcliff presented a landscape proposal for plants installation to the Board for consideration. Discussion ensued. The Board approved the proposal for a not-to-exceed amount of the proposed \$3,503.50 total, pending substitution of Loropetalum for the pink Muhly grass.

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On a Motion by Mr. Edwards, seconded by Mr. Kaspar, with all in favor, the Board of Supervisors approved Yellowstone landscaping proposal #49065 for plants installation in a total amount not to exceed \$3,503.50, pending substitution of Loropetalum for pink Muhly grass, for the Riverbend West Community Development District.

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B. Aquatic Services Update

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Mr. Simoes presented his latest aquatics inspection report to the Board for review. He also presented a native plants proposal as a possible solution to the existing pond water quality.

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C. District Counsel

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Ms. Schalter had no additional information to present

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D. District Engineer

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Mr. Chang had no additional information to present.

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E. District Manager

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Mr. Radcliff confirmed that the next meeting will be held on Monday, March 16, 2020 at 6:00 PM at the offices of Rizzetta & Company, located at 9428 Camden Field Parkway, Riverview, FL 33578. He also advised that the FY 2020-2021 proposed budget meeting is scheduled for May 18, 2020 and the final budget meeting for July 17, 2020.

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THIRD ORDER OF BUSINESS

**Consideration of Minutes of
Audit Review Committee
Meeting Held January 20, 2020**

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Mr. Radcliff presented the minutes of the Committee meeting held on January 20, 2020 to the Board for consideration.

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On a Motion by Mr. Edwards, seconded by Mr. Evasick, with all in favor, the Board of Supervisors approved the minutes of the Audit Review Committee meeting held on January 20, 2020 for the Riverbend West Community Development District.

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FOURTH ORDER OF BUSINESS

**Consideration of Minutes of
Board of Supervisors' Meeting
Held January 20, 2020**

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81 Mr. Radcliff presented the minutes of the meeting held on January 20, 2020 to
82 the Board for consideration. The Board requested that line 51 in the "Staff Reports"
83 section be changed from "ponds #2, #3, and #4" to "ponds #1, #2, and #4"
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On a Motion by Mr. Kaspar, seconded by Mr. Evasick, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on January 20, 2020 as amended for the Riverbend West Community Development District.

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86 **FIFTH ORDER OF BUSINESS** **Consideration of Operations &**
87 **Maintenance Expenditures for**
88 **January 2020**
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90 Mr. Radcliff presented the January 2020 O&M expenditures to the Board for
91 ratification.
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On a Motion by Mr. Kaspar, seconded by Mr. Glasser, with all in favor, the Board of Supervisors ratified the Operations & Maintenance Expenditures for January 2020 (\$27,018.39) for the Riverbend West Community Development District.

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94 **SIXTH ORDER OF BUSINESS** **Ratification of Change Order**
95 **#001 (Pond Liner)**
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97 Mr. Radcliff presented change order #001, regarding the pond liner, to the Board for
98 ratification.
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On a Motion by Mr. Edwards, seconded by Mr. Glasser, with all in favor, the Board of Supervisors ratified change order #001 (pond liner) for the Riverbend West Community Development District.

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101 **SEVENTH ORDER OF BUSINESS** **Ratification of Construction**
102 **Requisitions #3-4-5-6**
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104 Mr. Radcliff presented construction requisitions #3, #4, #5, and #6 to the Board for
105 ratification.
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On a Motion by Mr. Kaspar, seconded by Mr. Edwards, with all in favor, the Board of Supervisors ratified construction requisitions #3, #4, #5, and #6 for the Riverbend West Community Development District.

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145 **TWELFTH ORDER OF BUSINESS**

Supervisor Requests

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147 Mr. Edwards requested District Engineer petition the County to vacate the right-
148 of-way at 21st and 1st streets.

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150 **THIRTEENTH 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 8:07 p.m. for the Riverbend West Community Development District.

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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 February 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from February 1, 2020 through February 29, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$22,230.26**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Riverbend West Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2020 Through February 29, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Carr, Riggs & Ingram LLC	000400	16816186	Audit Services for FY 18/19-Confirm Fees	\$ 26.00
Construction Management Services LLC	000404	2023	Vinyl Fence Repair	\$ 2,520.00
Hillsborough County BOCC	000406	1442461492 01/20	222 Cascade Bend Dr. 01/20	\$ 13.59
Johnson Engineering, Inc	000401	12 Project 20181336-000	Engineering Services through 01/05/20	\$ 1,882.50
Joseph W.L. Collins	000408	JC021720	Board of Supervisors Meeting 02/17/20	\$ 200.00
Kevin Kenneth Kaspar Sr.	000412	KK021720	Board of Supervisors Meeting 02/17/20	\$ 200.00
Michael A Evasick	000410	ME021720	Board of Supervisors Meeting 02/17/20	\$ 200.00
Rizzetta & Company, Inc.	000402	INV0000046503	District Management Services 02/20	\$ 3,095.67
Robert A. Glasser	000411	BG021720	Board of Supervisors Meeting 02/17/20	\$ 200.00
Solitude Lake Management	000403	Pi-A00336298	Phosphorus Jar Tests	\$ 1,891.00
Solitude Lake Management	000413	PI-A00358179	Lake and Wetland Services - Monthly 02/20	\$ 500.00
Solitude Lake Management	000413	Pi-A00358180	Mitigation Services - Monthly 02/20	\$ 112.00
Tampa Electric Company	000405	211006939188 01/20	371 Cascade Bend Dr 01/20	\$ 2,160.77
Vance Edwards	000409	VE021720	Board of Supervisors Meeting 02/17/20	\$ 200.00

Riverbend West Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2020 Through February 29, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Yellowstone Landscape	000399	SS 82614	Plant Installation 01/20	\$ 4,854.48
Yellowstone Landscape	000407	SS 83073	Monthly Landscape Maintenance 02/20	<u>\$ 4,174.25</u>
Report Total				<u>\$ 22,230.26</u>