



Rizzetta & Company

Riverbend West Community Development District

**Board of Supervisors'
Meeting
December 14, 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	Kevin Kasper Joe Collins Shamilyn Walsh Bob Glasser	Chair Vice Chair Assistant Secretary Assistant Secretary
District Manager	Jennifer Goldyn	Rizzetta & Company, Inc.
District Counsel	John Vericker	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.

December 7, 2020,

2020
Board of Supervisors
Riverbend West Community
Development District

FINAL AGENDA

Dear Board Members:

The meeting of the Board of Supervisors of the Riverbend West Community Development District will be held on **Monday, December 14, 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 tentative agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. STAFF REPORTS**
 - A. District Engineer
 - B. District Counsel
 - C. Landscaping & Irrigation Update
 - D. Aquatic Services Update
 - E. District Manager
 1. Phase 3 update
- 4. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors' Meeting held November 9, 2020Tab 1
 - B. Consideration of the Minutes of the Landowner Meeting held on November 16, 2020Tab 2
 - C. Consideration of Operations & Maintenance Expenditures for October and November 2020.....Tab 3
- 5. BUSINESS ITEMS**
 - A. Consideration of Dog Park Fencing proposals (under separate cover)
- 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,

Jennifer Goldyn

Jennifer Goldyn
District Manager

47 **FIFTH ORDER OF BUSINESS** **Review of Security Camera**
48 **Proposals**
49

50 The Board reviewed the proposals for security cameras and decided to table the
51 proposals until March 2021.

52
53 **SIXTH ORDER OF BUSINESS** **Discussion or Landowner Map**
54

55 Ms. Goldyn presented the Landowner Map to the Board of Supervisors. A
56 discussion ensued.

57
58 **SEVENTH ORDER OF BUSINESS** **Review of Slime Report**
59

60 The Board reviewed the Slime Report which showed that everything was normal.
61

62 **EIGHTH ORDER OF BUSINESS** **Supervisor Requests**
63

64 The Board discussed moving the December 21, 2020 meeting to December 14,
65 2020.
66

On a Motion by Mr. Glasser, seconded by Mr. Kaspar, with all in favor, the Board of Supervisors approved changing the December meeting date from the 21st to the 14th, for the Riverbend West Community Development District.

67
68 **NINTH ORDER OF BUSINESS** **Adjournment**
69

On a Motion by Mr. Kaspar, seconded by Ms. Hartsook, with all in favor, the Board of Supervisors adjourned the meeting at 7:53 p.m., for the Riverbend West Community Development District.

70
71
72
73
74 _____
Assistant Secretary Chair / Vice Chair

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 landowners' meeting of the Riverbend West Community Development District was held on **Monday, November 16, 2020 at 6:10 p.m.** at the office of Rizzetta & Company located at 9428 Camden Field Parkway, FL 33578.

Present:

Kevin Kasper	Proxy Holder
Joe Collins	Proxy Holder
Rebecca Hartsook	Proxy Holder
Shamilyn Walsh	Proxy Holder, Clayton Properties Group, Inc.

Also present were:

Jennifer Goldyn	District Manager, Rizzetta & Co.
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FIRST ORDER OF BUSINESS

Call to Order

Ms. Goldyn called the meeting to order. She stated that the purpose of the landowners' meeting was to hold a landowner election for five landowner seats on the Board of Supervisors. Ms. Goldyn stated that this process in accordance with Chapter 190 of the Florida Statutes. She also noted that the landowners' meeting was duly advertised in a newspaper of local circulation on October 21, 2020 and October 28, 2020.

SECOND ORDER OF BUSINESS

Determination of Number of Voting Units Represented

Ms. Goldyn stated for the record that it was determined that Kevin Kasper has 32 voting units represented at the meeting, Joe Collins has 4 voting units represented at the meeting, Rebecca Hartsook has 1 voting unit represented at the meeting and Shamilyn Walsh has 84 voting units represented at the meeting.

47 **THIRD ORDER OF BUSINESS** **Appointment of Chairperson and**
48 **Secretary for Purpose of Conducting**
49 **Landowner Election**
50

51 Ms. Goldyn asked Mr. Kasper, Mr. Collins, Ms. Hartsook and Ms. Walsh to appoint
52 Ms. Goldyn to Chair the meeting.
53

54 **FOURTH ORDER OF BUSINESS** **Nomination for Positions of**
55 **Supervisor**
56

57 Ms. Goldyn stated that Mr. Kasper, Mr. Collins, Ms. Hartsook and Ms. Walsh are
58 present.
59

60 **FIFTH ORDER OF BUSINESS** **Casting of Ballots**
61

62 Mr. Kasper, Mr. Collins, Ms. Hartsook and Ms. Walsh submitted a ballot and
63 proxies to Ms. Goldyn.
64

65 **SIXTH ORDER OF BUSINESS** **Tabulation of Ballots**
66

67 Ms. Goldyn stated that after tallying the votes, the election results are as follows:
68

- | | | |
|----|---------------------|----------|
| 69 | 1. Kevin Kasper | 32 Votes |
| 70 | 2. Joe Collins | 4 Votes |
| 71 | 3. Rebecca Hartsook | 1 Vote |
| 72 | 4. Shamilyn Walsh | 84 Votes |
- 73

74 **SEVENTH ORDER OF BUSINESS** **Landowner Questions and Comments**
75

76 Ms. Goldyn asked Mr. Kasper, Mr. Collins, Ms. Hartsook and Ms. Walsh if they had
77 any questions or comments. They had none.
78

79 **EIGHTH ORDER OF BUSINESS** **Adjournment**
80

81 Ms. Goldyn stated that there was no further business and the meeting adjourned
82 at 6:15 p.m.
83

RIVERBEND WEST COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures October 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from October 1, 2020 through October 31, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$16,319.01**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Riverbend West Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2020 Through October 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Hillsborough County BOCC	000507	1442461492 09/20	222 Cascade Bend Dr. 09/20	\$ 13.59
Innersync Studio, Ltd	000508	18962	CDD Website Services - Annual Service 10/20	\$ 1,537.50
Johnson Engineering, Inc	000515	Project 20181336-000 21	Engineering Services through 10/04/20	\$ 425.00
Kevin Kenneth Kaspar Sr.	000516	KK101920	Board of Supervisors Meeting 10/19/20	\$ 200.00
Michael A Evasick	000512	ME101920	Board of Supervisors Meeting 10/19/20	\$ 200.00
Rebecca Hartsook	000514	RH101920	Board of Supervisors Meeting 10/19/20	\$ 200.00
Rizzetta & Company, Inc.	000509	INV0000053335	District Management Services 10/20	\$ 3,095.67
Rizzetta & Company, Inc.	000509	INV0000053591	Assessment Roll FY 20/21	\$ 5,000.00
Rizzetta Technology Services	000517	INV0000006386	Website Email & Hosting Services 10/20	\$ 100.00
Robert A. Glasser	000513	BG101920	Board of Supervisors Meeting 10/19/20	\$ 200.00
Solitude Lake Management	000518	PI-A00489885	Lake and Wetland Services - Monthly 10/20	\$ 612.00
Tampa Bay Times	000519	0000102448 10/07/20	Legal Advertising 10/20	\$ 461.00
Vesta Property Services, Inc.	000510	372692	Fence Repair 08/20	\$ 100.00
Yellowstone Landscape	000511	SS 152815	Monthly Landscape Maintenance 10/20	\$ 4,174.25
Report Total				<u>\$ 16,319.01</u>

RIVERBEND WEST COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures November 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from November 1, 2020 through November 30, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$12,097.61**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Riverbend West Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2020 Through November 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Benchmark EnviroAnalytical, Inc	000524	20100263	Solids Analysis 10/20	\$ 288.00
Department of Economic Opportunity	000525	83469	Special District Fee FY 20/21	\$ 175.00
Hillsborough County BOCC	000522	1442461492 10/20	222 Cascade Bend Dr. 10/20	\$ 13.59
JBW Designs LLC, dba Poop 911	000534	3756793	5 Stations Emptied, Bags Filled 10/20	\$ 240.93
Johnson Engineering, Inc	000531	Project 20181336-000 22	Engineering Services through 11/08/20	\$ 765.00
Joseph W.L. Collins	000528	JC111620	Board of Supervisors Meeting 11/16/20	\$ 200.00
Kevin Kenneth Kaspar Sr.	000532	KK111620	Board of Supervisors Meeting 11/16/20	\$ 200.00
Rebecca Hartsook	000530	RH111620	Board of Supervisors Meeting 11/16/20	\$ 200.00
Rizzetta & Company, Inc.	000520	INV0000054204	District Management Services 11/20	\$ 3,095.67
Rizzetta Technology Services	000521	INV0000006491	Website Email & Hosting Services 11/20	\$ 100.00
Robert A. Glasser	000529	BG111620	Board of Supervisors Meeting 11/16/20	\$ 200.00
Solitude Lake Management	000533	PI-A00506019	Lake and Wetland Services - Monthly 11/20	\$ 612.00
Tampa Bay Times	000526	0000113902 10/21/20	Legal Advertising 10/20	\$ 801.00
Tampa Bay Times	000526	0000118369 10/25/20	Legal Advertising 10/20	\$ 420.00
Tampa Electric Company	000523	211006939188 10/20	371 Cascade Bend Dr 10/20	\$ 612.17

Riverbend West Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2020 Through November 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Yellowstone Landscape	000527	SS 159920	Monthly Landscape Maintenance 11/20	<u>\$ 4,174.25</u>
Report Total				<u>\$ 12,097.61</u>