



Rizzetta & Company

Riverbend West Community Development District

**Board of Supervisors'
Meeting
January 18, 2021**

**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 Rebecca Hartsook Shamilyn Walsh Bob Glasser	Chair Vice Chair Assistant Secretary 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.

January 11, 2021

**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, January 18, 2021, 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 final agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. STAFF REPORTS**
 - A. District Engineer
 - B. District Counsel
 - C. Aquatic Services Update.....Tab 1
 - D. Landscaping & Irrigation Update
 - E. Field Service ManagerTab 2
 - F. District Manager
- 4. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors' Meeting held December 14, 2020Tab 3
 - B. Consideration of Operations & Maintenance Expenditures for December 2020.....Tab 4
- 5. BUSINESS ITEMS**
 - A. Discussion of Phase 3
 1. Approval to accept landscape of Phase 3
 - B. Discussion of Cattail Removal.....Tab 5
 - C. Discussion of landscape contract
- SUPERVISOR REQUESTS**
- 6. 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

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, December 14, 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:

Kevin Kaspar	Board Supervisor, Chair
Joe Collins	Board Supervisor, Vice Chair
Bob Glasser	Board Supervisor, Asst. Secretary
Shamilyn Walsh	Board Supervisor, Asst. Secretary

Also present were:

Jennifer Goldyn	District Manager; Rizzetta & Company
John Vericker	District Manager, Straley Robin Vericker
Phil Chang	District Engineer, Johnson Engineering

Audience

FIRST ORDER OF BUSINESS

Call to Order

Ms. Goldyn called the meeting to order and read the roll call, confirming quorum.

SECOND ORDER OF BUSINESS

Audience Comments

There were no audience comments.

THIRD ORDER OF BUSINESS

Declaring Seat 4 Vacant

On a Motion by Mr. Glasser, seconded by Mr. Kaspar, with all in favor, the Board of Supervisors declared Seat 4 Vacant, for the Riverbend West Community Development District.

45 **FOURTH ORDER OF BUSINESS** **Consideration of Appointing**
46 **Rebecca Hartsook to Seat 4**
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On a Motion by Mr. Glasser seconded by Mr. Kaspar, with all in favor, the Board of Supervisors appointed Rebecca Hartsook to Seat 4, for the Riverbend West Community Development District.

48 **FIFTH ORDER OF BUSINESS** **Consideration of Resolution**
49 **2021-01, Designating Officers**
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52 Ms. Goldyn presented Resolution 2021-01, Designating Officers to the Board.
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On a Motion by Mr. Kaspar seconded by Mr. Collins, with all in favor, the Board of Supervisors adopted Resolution 2021-01, Designating Officers, for the Riverbend West Community Development District.

54 **SIXTH ORDER OF BUSINESS** **Staff Reports**
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56 **District Engineer**
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58 Mr. Chang notified the Board that the swale is still not draining properly. Mr. Chang
59 will continue to work with Matt at RIPA to remediate the draining of the swale. The
60 Board has chosen to not accept the water area of phase 3 until this is complete.
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62 **District Counsel**
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64 Mr. Vericker discussed phase 3 with the Board.
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66 **Landscape and Irrigation Update**
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68 Not present.
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70 **Aquatic Services Update**
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72 Not present.
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74 **District Manager**
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76 Ms. Goldyn informed the Board that the next meeting is scheduled for Monday,
77 January 18, 2021, at 6:00 p.m.
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On a Motion by Mr. Kaspar seconded by Mr. Glasser, with all in favor except Mr. Collins, the Board of Supervisors approved a third walk of phase 3 to see if the landscape will be ready to be turned over, if not, the Board has directed Field Services to do an in-depth inspection at the cost of \$250.00 to deliver to the developer, for the Riverbend West Community Development District.

81 **SEVENTH ORDER OF BUSINESS**

**Consideration of Minutes of
Board of Supervisors Meeting
held on October 19, 2020**

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Ms. Goldyn presented the Minutes of Board of Supervisors Meeting held on October 19, 2020 to the Board.

On a Motion by Ms. Hartsook, seconded by Ms. Walsh, with all in favor, the Board of Supervisors approved the Minutes of Board of Supervisors Meeting held on October 19, 2020, for the Riverbend West Community Development District.

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89 **EIGHTH ORDER OF BUSINESS**

**Consideration of Minutes of
Board of Supervisors Meeting
held on November 9, 2020**

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Ms. Goldyn presented the Minutes of Board of Supervisors Meeting held on November 9, 2020 to the Board.

On a Motion by Mr. Glasser, seconded by Ms. Walsh, with all in favor, the Board of Supervisors approved Minutes of Board of Supervisors Meeting held on November 9, 2020, for the Riverbend West Community Development District.

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97 **NINTH ORDER OF BUSINESS**

**Consideration of Minutes of
Landowner Meeting held on
November 16, 2020**

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Ms. Goldyn presented the Minutes of Landowner Meeting held on November 16, 2020 to the Board.

On a Motion by Ms. Walsh, seconded by Mr. Glasser, with all in favor, the Board of Supervisors approved Minutes of Landowner Meeting held on November 16, 2020, for the Riverbend West Community Development District.

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105 **TENTH ORDER OF BUSINESS**

**Consideration of O&M
Expenditures for October and
November 2020**

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Ms. Goldyn presented the O&M Expenditures for October and November 2020 to the Board of Supervisors.

On a Motion by Mr. Kaspar, seconded by Mr. Glasser, with all in favor, the Board of Supervisors approved the O&M Expenditures for October 2020 in the amount of \$16,319.01 and November 2020 in the amount of \$12,097.61, for the Riverbend West Community Development District.

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113 **ELEVENTH ORDER OF BUSINESS** **Consideration of Dog Park**
114 **Fencing proposals**
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116 The Board decided to table this item until the sod is laid in phase 3, however the
117 board is favoring DDD fencing.

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119 **TWELFTH ORDER OF BUSINESS** **Consideration of Phase 3**
120 **Landscape Proposal**
121

122 The Board has tabled Yellowstone's phase 3 proposal until phase 3 is complete.
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On a Motion by Mr. Kaspar, seconded by Mr. Glasser, with all in favor, the Board of Supervisors approved sending the landscape for the entire district out for bid, for the Riverbend West Community Development District.

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125 **THIRTEENTH ORDER OF BUSINESS** **Consideration of Field Services**
126 **Proposal**
127 **(under separate cover)**
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129 The Board reviewed the Field Services proposal.
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On a Motion by Mr. Kaspar, seconded by Mr. Glasser, with all in favor, the Board of Supervisors approved the Field Services proposal with the quarterly option of Field Services for \$600.00, per quarter beginning, January 1, 2021, for the Riverbend West Community Development District.

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132 **FOURTEENTH ORDER OF BUSINESS** **Supervisor Requests**
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134 There were no Supervisor Requests.
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136 **FIFTEENTH ORDER OF BUSINESS** **Adjournment**
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On a Motion by Ms. Walsh, seconded by Mr. Kaspar, with all in favor, the Board of Supervisors adjourned the meeting at 8:10 p.m., for the Riverbend West Community Development District.

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Assistant Secretary

Chair / Vice Chair

RIVERBEND WEST COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures December 2020 For Board Approval

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

The total items being presented: **\$19,214.33**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Riverbend West Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2020 Through December 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	000540	1442461492 11/20	222 Cascade Bend Dr. 11/20	\$ 24.45
Joseph W.L. Collins	000545	JC121420	Board of Supervisors Meeting 12/14/20	\$ 200.00
Kevin Kenneth Kaspar Sr.	000548	KK121420	Board of Supervisors Meeting 12/14/20	\$ 200.00
Rebecca Hartsook	000547	RH121420	Board of Supervisors Meeting 12/14/20	\$ 200.00
Rizzetta & Company, Inc.	000537	INV0000054680	District Management Services 12/20	\$ 3,095.67
Rizzetta Technology Services	000538	INV0000006593	Website Email & Hosting Services 12/20	\$ 100.00
Robert A. Glasser	000546	BG121420	Board of Supervisors Meeting 12/14/20	\$ 200.00
Solitude Lake Management	000549	PI-A00520932	Lake and Wetland Services - Monthly 12/20	\$ 612.00
Straley Robin Vericker	000539	191124	General Legal Services 11/20	\$ 1,185.00
Tampa Bay Times	000550	0000127237 12/06/20	Legal Advertising 12/20	\$ 574.00
Tampa Electric Company	000542	211006939188 11/20	371 Cascade Bend Dr 11/20	\$ 1,987.10
US Bank	000543	5947264	Trustee Fees S2016 03/01/20-02/29/21	\$ 4,040.63
Williams Mobile Detailing & Pressure Washing	000535	315	Pressure Wash 10/20	\$ 2,000.00
Yellowstone Landscape	000536	SS 168217	Irrigation Repairs 11/20	\$ 621.23

Riverbend West Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2020 Through December 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Yellowstone Landscape	000544	SS 170994	Monthly Landscape Maintenance 12/20	<u>\$ 4,174.25</u>
Report Total				<u>\$ 19,214.33</u>