



Rizzetta & Company

Riverbend West Community Development District

**Board of Supervisors'
Meeting
March 15, 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 Kaspar 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.

March 8, 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, March 15, 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
 1. Presentation of E-Verify.....Tab 1
 - C. Landscaping & Irrigation Update
 - D. Aquatic Services Update.....Tab 2
 - E. District Manager
 1. Review of draft FY 21/22 budget
(under separate cover)
 - F. Field Service Manager
- 4. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors'
Meeting held February 15, 2021Tab 3
 - B. Consideration of Operations & Maintenance
Expenditures for February 2021.....Tab 4
- 5. BUSINESS ITEMS**
- 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

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 15, 2021 at 6:06 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
Rebeca Hartsook	Board Supervisor, Asst. Secretary

Also present were:

Jennifer Goldyn	District Manager, Rizzetta & Company
Bryan Schaub	Field Service Manager, Rizzetta & Company
Jerry Whited	District Manager, Rizzetta & Company
John Vericker	District Manager, Straley Robin Vericker
Phil Chang	District Engineer, Johnson Engineering
Peter Simones	Representative, Solitude
Bill Simpson	Representative, Yellowstone Landscape

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

Special Business Items

The Board of Supervisors reviewed the landscape proposals and discussion ensued.

FOURTH ORDER OF BYSINESS

Staff Reports

District Engineer

The Board of Supervisors reviewed the Phase 3 stormwater/pond areas.

On a Motion by Mr. Kaspar, seconded by Ms. Walsh, with all in favor, the Board of Supervisors approved the acceptance of Phase 3 stormwater/pond areas, for the Riverbend West Community Development District.

The Board of Supervisors reviewed the Quit Claim Deed from owner to CDD.

On a Motion by Mr. Kaspar, seconded by Ms. Walsh, with all in favor, the Board of Supervisors approved the Quit Claim Deed from owner to CDD, for the Riverbend West Community Development District.

District Counsel

Present and no report. Mr. Vericker requested that E-Verify be added to the next agenda.

Landscape and Irrigation Update

Not present.

Aquatic Services Update

Mr. Simones presented his report to the Board of Supervisors and a discussion ensued.

District Manager

Ms. Goldyn informed the Board that the next meeting is scheduled for Monday, March 15, 2021, at 6:00 p.m.

Ms. Goldyn presented the draft budget for FY 21/22 to the Board of Supervisors.

Ms. Goldyn presented the Sunrise proposal to the Board of Supervisors.

On a Motion by Mr. Kaspar, seconded by Ms. Hartsook, with all in favor, the Board of Supervisors approved the Sunrise proposal, for the Riverbend West Community Development District.

Field Service Manager

Mr. Schaub presented his report to the Board of Supervisors.

88 **FIFTH ORDER OF BUSINESS**

**Consideration of Minutes of
Board of Supervisors Meeting
held on January 18, 2021**

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Ms. Goldyn presented the Minutes of Board of Supervisors Meeting held on January 18, 2021 to the Board of Supervisors.

On a Motion by Ms. Hartsook seconded by Mr. Kaspar, with all in favor, the Board of Supervisors approved the Minutes of Board of Supervisors Meeting held on January 18, 2021, for the Riverbend West Community Development District.

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96 **SIXTH ORDER OF BUSINESS**

**Consideration of O&M
Expenditures for January 2021**

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Ms. Goldyn presented the O&M Expenditures for January 2021 to the Board of Supervisors.

On a Motion by Mr. Kaspar, seconded by Ms. Walsh, with all in favor, the Board of Supervisors approved the O&M Expenditures for January 2021 in the amount of \$29,974.92, for the Riverbend West Community Development District.

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103 **SEVENTH ORDER OF BUSINESS**

**Discussion of moving
Mailboxes to 1st Street**

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The Board of Supervisors discussed moving mailboxes to 1st Street.

On a Motion by Ms. Hartsook, seconded by Mr. Collins, with all in favor, the Board of Supervisors approved for District Management to send a letter to the residents on 1st Street to move their mailboxes, for the Riverbend West Community Development District.

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109 **EIGHTH ORDER OF BUSINESS**

**Consideration of Yellowstone's
re-sod 7th Street Ravine
proposal**

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The Board of Supervisors reviewed Yellowstone's re-sod 7th Street Ravine proposal. The Board decided to send Sunrise to bid.

116 **NINTH ORDER OF BUSINESS**

Consideration of FY 2020 Audit

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The Board of Supervisors reviewed the FY 2020 Audit.

On a Motion by Mr. Kaspar, seconded by Ms. Walsh, with all in favor, the Board of Supervisors approved the FY 2020 Audit, for the Riverbend West Community Development District.

120 **TENTH ORDER OF BUSINESS**

Supervisor Requests

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122 Mr. Kaspar discussed with Mr. Vericker that the homeowners need to receive
123 violation notices regarding, dumping, and fishing. Mr. Kaspar would like no fishing signs
124 installed.

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126 Mr. Collins discussed 21st Street parking across the ditch. Discussion regarding Mr.
127 Vericker and Mr. Chang to contact SWFMD was tabled until the March meeting.

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129 **ELEVENTH ORDER OF BUSINESS**

Adjournment

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On a Motion by Mr. Glasser, seconded by Ms. Walsh, with all in favor, the Board of Supervisors adjourned the meeting at 8:42 p.m., for the Riverbend West Community Development District.

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135 _____
Assistant Secretary

Chair / Vice Chair

RIVERBEND WEST COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures February 2021 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from February 1, 2021 through February 28, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$14,119.89**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Riverbend West Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2021 Through February 28, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Carr, Riggs & Ingram LLC	000578	17056315	Audit Services for FY 20/21	\$ 500.00
Hillsborough County BOCC	000575	1442461492 01/21	222 Cascade Bend Dr. 01/21	\$ 14.45
JBW Designs LLC, dba Poop 911	000577	3965789	5 Stations Emptied, Bags Filled 01/21	\$ 240.93
Johnson Engineering, Inc	000576	Project 20181336-000 24	Engineering Services through 01/10/21	\$ 595.00
Joseph W.L. Collins	000581	JC021521	Board of Supervisors Meeting 02/15/21	\$ 200.00
Kevin Kenneth Kaspar Sr.	000584	KK021521	Board of Supervisors Meeting 02/15/21	\$ 200.00
Rebecca Hartsook	000583	RH021521	Board of Supervisors Meeting 02/15/21	\$ 200.00
Rizzetta & Company, Inc.	000572	INV0000055996	District Management Services 02/21	\$ 3,095.67
Rizzetta Technology Services	000573	INV0000006792	Website Email & Hosting Services 02/21	\$ 100.00
Robert A. Glasser	000582	BG021521	Board of Supervisors Meeting 02/15/21	\$ 200.00
Shamilyn Walsh	000586	SW021521	Board of Supervisors Meeting 02/15/21	\$ 200.00
Shamilyn Walsh	000571	SW121420	Board of Supervisors Meeting 12/14/20	\$ 200.00
Solitude Lake Management	000585	PI-A00549657	Lake and Wetland Services - Monthly 02/21	\$ 630.00
Straley Robin Vericker	000574	19337	General Legal Services 12/20	\$ 1,126.45

Riverbend West Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2021 Through February 28, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Tampa Electric Company	000579	211006939188 01/21	371 Cascade Bend Dr 01/21	\$ 1,985.08
Tampa Electric Company	000579	221008099402 01/21	21ST Av SE 1ST SW 01/21	\$ 458.06
Yellowstone Landscape	000580	SS 187585	Monthly Landscape Maintenance 02/21	<u>\$ 4,174.25</u>
Report Total				<u>\$ 14,119.89</u>