

**RIVERBEND WEST
COMMUNITY DEVELOPMENT DISTRICT**

AGENDA PACKAGE

Monday, May 15, 2023, at 6:00 p.m.

Meeting to be held at:

**SouthShore Regional Library
15816 Beth Shields Way
Ruskin, FL 33573**

Remote Participation:

Call in (audio only) (646) 838-1601 or (646) 568-7788, 816 805 846#



2654 Cypress Ridge Blvd. Suite 101
Wesley Chapel, FL 33544
(813) 652-2454

Riverbend West Community Development District

Board of Supervisors

Kevin Kaspar, Chairman
Morgan Woodcock, Vice Chairman
Keith Cascio, Assistant Secretary
Rebecca Hartsook, Assistant Secretary
Joe Collins, Assistant Secretary

Staff:

Jennifer Goldyn, District Manager
John Vericker, District Counsel
Phil Chang, District Engineer

Revised Meeting Agenda Monday, May 15, 2023 – 6:00 p.m.

- 1. Call to Order and Roll Call**
- 2. Audience Comments on Agenda Items – Three- (3) Minute Time Limit**
- 3. Staff Reports**
 - A. Aquatics Report.....Page 3
 - B. Landscape
 - 1. Consideration of landscape proposal..... Page 13**
 - C. Landscape Inspection Report Page 18
 - D. District Counsel
 - E. District Engineer
 - F. District Manager
- 4. Business Items**
 - A. Consideration of Holiday Lighting proposals..... Page 23
 - B. Consideration of Dog Park Bench proposal..... Page 29
 - C. Consideration of Resolution 2023-05, Appointing District Manager..... Page 30
 - D. Consideration of Resolution 2023-06, Designating Officers and Treasurer..... Page 31
 - E. Consideration of Resolution 2023-07, Designating Authorization and Action Relating to Accounts..... Page 32
 - F. Consideration of Resolution 2023-08, Designating Registered Agent..... Page 33
- 5. Consent Agenda**
 - A. Consideration of Regular Meeting Minutes from the April 17, 2023..... Page 34
- 6. Supervisor Requests**
- 7. Audience Comments – Three- (3) Minute Time Limit**
- 8. Adjournment**

The next meeting is scheduled for Monday, June 19, 2023



Riverbend West Community Development District Waterway Inspection Report

Reason for Inspection:
Quality Assurance

Inspection Date:
4/20/2023

Prepared for:
Riverbend West
Community Development District

Prepared by:
Tom Donaghy, Service Manager
Doug Agnew, Senior Environmental Consultant

www.AdvancedAquatic.com
lakes@advancedaquatic.com

292 S. Military Trail, Deerfield Beach, FL 33442

Locations in: Deerfield Beach, Fort Myers, Port St. Lucie, and Clearwater/Tampa
1-800-491-9621



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Waterway Inspection Report | Page 2

Site Assessments

Pond 1

Comments:

Site Looks Good

Trace amounts of Torpedograss observed and treated.

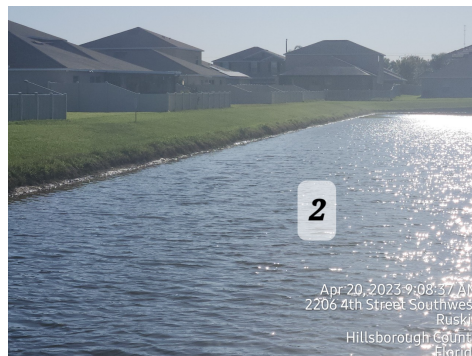


Pond 2

Comments:

Site Looks Good

Trace amounts of Algae and Torpedo grass observed and treated.



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Waterway Inspection Report | Page 3

Site Assessments

Wetland Buffer 3

Comments:

Site Looks Good

Performing strategic treatments for all Cat. 1 Invasive/Exotic plant species throughout the buffer zone surrounding this wetland conservation area.



Pond 4

Comments:

Site Looks Good

Trace amount of Algae observed and treated.



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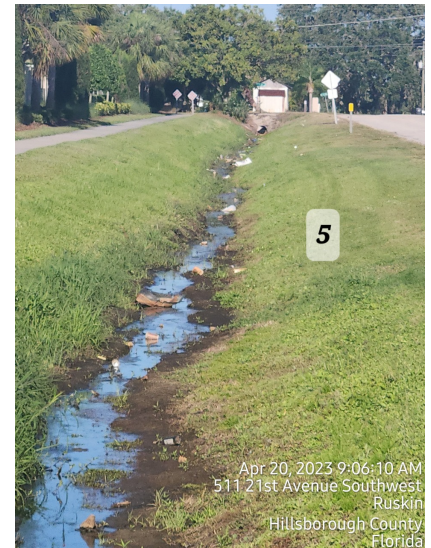
Site Assessments

Ditch 5

Comments:

Normal Growth Observed

Algae and Torpedo Grass observed and treated. Lots of trash being blown into ditch from across street. Garbage cans blown over in front of most of these homes. Picked up the trash, but trash continuing to be blown into this ditch. Will check again next visit and remove any trash.



Ditch 6N

Comments:

Site Looks Good

Trace amounts of Torpedograss observed and treated.



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Site Assessments

Ditch 6S

Comments:

Site Looks Good

Trace amounts of Torpedograss observed and treated.



Ditch 7

Comments:

Site Looks Good

Trace amounts of Torpedograss observed and treated.



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Site Assessments

Ditch 8

Comments:

Site Looks Good

Trace amounts of Torpedograss observed and treated.



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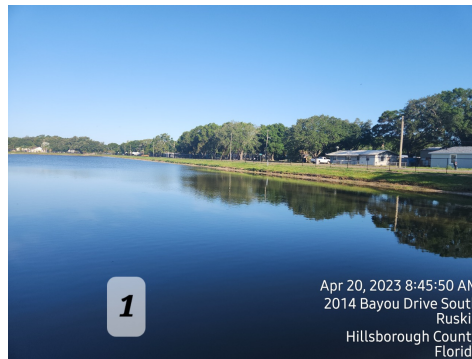
Site Assessments

Pond 1

Comments:

Site Looks Good

Trace amount of Algae observed and treated.



Pond 2

Comments:

Site Looks Good

Trace amount of Algae observed and treated.

Low pond levels observed.

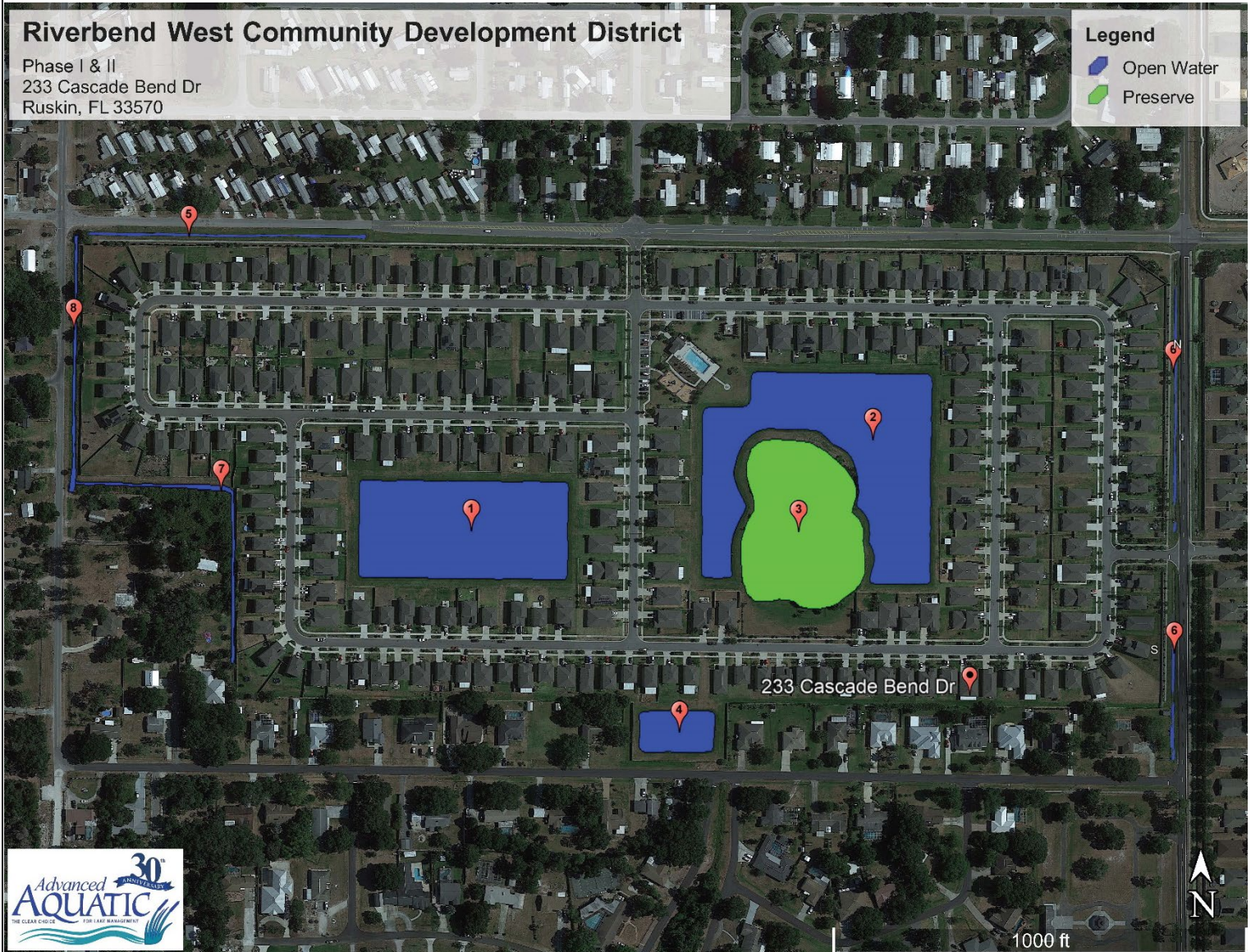


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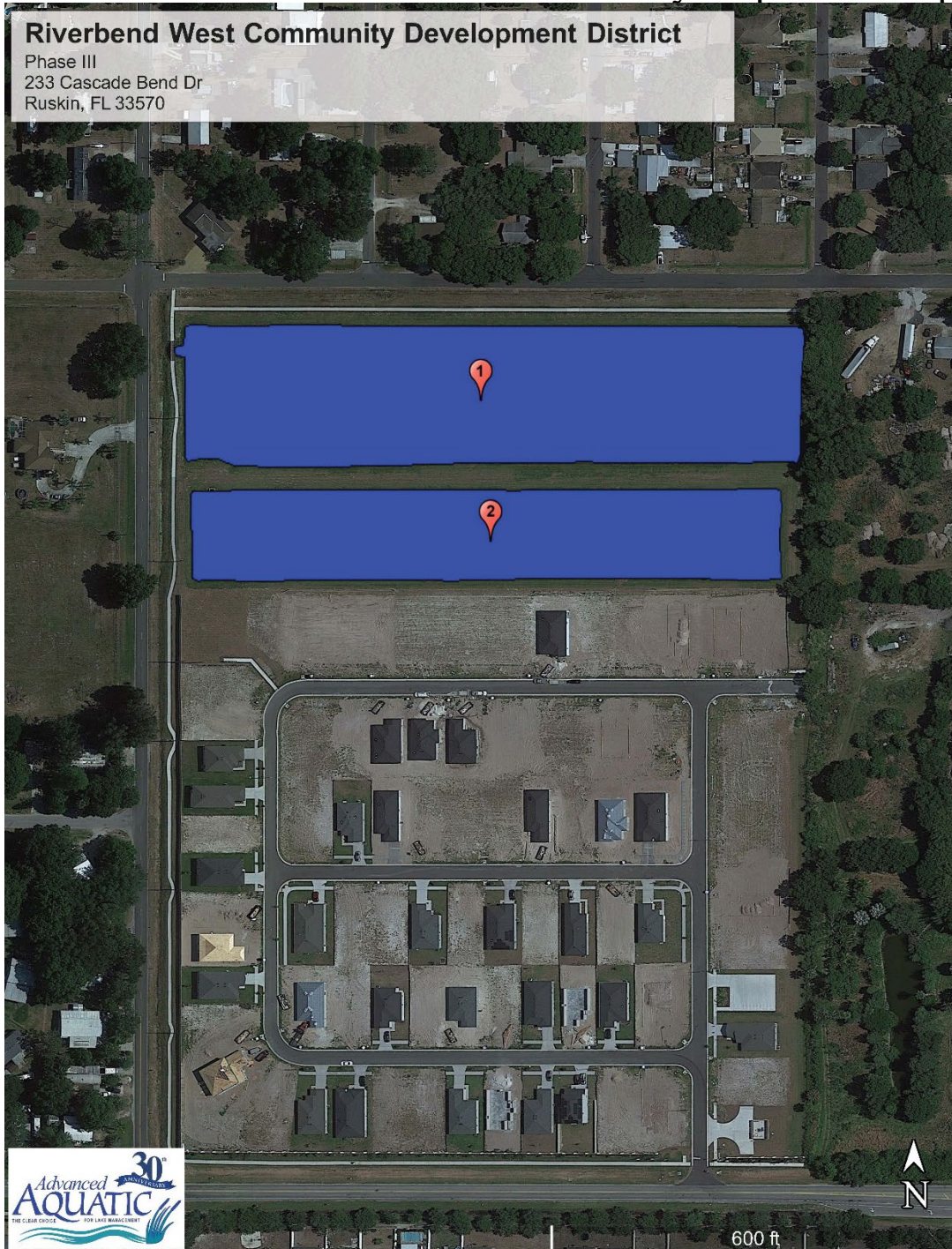
Locations in: Deerfield Beach, Fort Myers, Port St. Lucie, and Clearwater/Tampa
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Map





Waterway Inspection Report | Page 10



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Proposal #2307

Riverbend West Timer Installation

Date 4/13/2023
Customer Chairman Of the Board | Riverbend West CDD |
Property Riverbend West CDD | 368 Cascade Bend Dr. | Ruskin, FL 33570

Pine Lake Services, Inc. would like to thank you for the opportunity to bid. We look forward to working with you on this project. If you have any questions, please feel free to contact us at any time at projects@pinelakenurseryinc.com or (813) 948-4736.

Irrigation Repair/Installation

Irrigation Enhancement

Items	Quantity	Unit
Hunter 14 Zone Controller	1.00	ea
Hunter Mini Klik Rain Sensor	1.00	ea
Valve Box Lids 10-12"	2.00	ea
Irrigation Enhancement:		\$1,585.57
PROJECT TOTAL:		\$1,585.57

Terms & Conditions

Terms & Conditions

Payment Terms

- Any proposal exceeding \$5,000 for an enhancement to a Maintenance property, a 50% deposit will be required upon acceptance to schedule job. The remaining 50% balance will be due upon completion of job.
- Payments made via credit card will be accepted up to \$4,750 and will include an additional 3% credit card fee.

- If payment requires Pine Lake to create and/or setup an account in an additional software, Pine Lake reserves the right to charge an administrative fee along with passing along any software fees charge.

Ex c l u s i o n s

The Following matters are excluded from the Work, unless specified in writing to the contrary:

- **This Proposal price is valid for Thirty (30) days. We reserve the right to modify pricing after that time to reflect current market prices.**
- Site work is excluded unless specified in writing within the Proposal. Site should be at finished grade (within 1" of final grade), with all soils in sod and planting areas to be loose, not compacted, and ready to install landscape material. If site is not at finished grade, Contractor reserves the right to delay until site is properly prepared.
- Removal of base material and/or aggregate material within all landscape planting areas, sod areas and other green space areas that impedes or impacts proper planting of plant material and sod.
- Soil replacement where base material and/or aggregate material was removed for proper planting
- Drainage: Should the Client's property be the lowest elevation in relation to surrounding property or buildings, the Contractor reserves the right to retain an expert to evaluate and propose drainage solutions. All costs for engineering services, as well as the actual drainage work will be at the Client's expense. Unless the Client has a detailed Topographical survey completed, the above clause may come into effect.
- Soil, Sod and/or Mulch quantities are estimates only. They do not account for disturbed construction areas or other fluctuations. Invoices will reflect actual quantities used at proposed price per unit.
- Conduit and connections for electrical, gas, and all other utilities and services
- Site Unknowns: Including, but not limited to, sub-surface conditions/obstacles that create unforeseen labor, equipment, material, or disposal charges
- MOT for temporary traffic control
- Any Irrigation or utility trenching thru roads, road base, concrete, or rock will incur additional costs
- Any cutting or repairing of any hard surface such as asphalt, concrete, pavers or curbs for irrigation or landscape
- We need 72 hours' notice prior to road base material or concrete work is installed so that sleeves and/or road bores are installed
- Backflow Connection
- Water source for irrigation is based on specifications at the dedicated meter of the location marked on irrigation plan sheet. If a different location of the dedicated water source is established during construction a change order will be entered into to adjust for the costs associated with the new route for mainline and connections.
- Man hours required to find installed buried irrigation sleeves or irrigation piping in areas where asphalt, concrete, curbs, or other hard surfaces are installed prior to completing the irrigation

system and where markings or stubs have been placed to show location of irrigation sleeves or piping and these markers have been damaged, buried, or removed by others.

- Additional man hours required to maintain plant material and/or sod of a landscape and irrigation installation project that:
- Has been started by Pine Lake Nursery and Landscape and/or its subcontractors and is interrupted, delayed, impeded, or prohibited, by others from being worked on continuously until the landscape and irrigation project is completed. Pine Lake Nursery and Landscaper and its subcontractors are excluded.
- Upon completion of the landscape and irrigation installation project as specified in the landscape and irrigation plan sets is considered complete but will not be accepted as completed until the project as a whole is accepted as complete.
- Existing tree preservation, barricading, pruning, root pruning, or inventory
- Repairs to any erosion control measures that are damaged or inoperative prior to commencement of landscape and irrigation work
- Any planting of sod or other ground cover as required by any municipality when construction of landscape and irrigation has ceased or been suspended for more than 30 days that is no fault of the landscape or irrigation contractor or subcontractors
- Warranty on transplanted plant material from the project site
- Warranty on plant material that is not rated to grow in established USDA plant hardiness growth zone(s)

Procedure for Extra Work, Changes and Escalation

- If it shall become necessary for the Contractor to make changes in any designs, drawings, plans, or specifications for any part of the project or reasons over which we have no control, or we are put to any extra work, cost or expense by reason of any act or matter over which it has no control, the Customer will pay to the Contractor a fee for such changed or extra Work calculated on a time and materials basis. All changes to Work or pricing or the terms of this Agreement will be read and understood within the context and meanings of this Agreement unless stated explicitly to the contrary.
- Change Order: The quantities or specifications of material as outlined in the Proposal could be adjusted at any time with approval in the form of a signed Change Order. Change Orders will be executed using current market prices

Escalation Clause

- In the event of significant delay or price increase of material, equipment, or energy occurring during the performance of the contract through no fault of the Construction Manager, the Contract Sum, time of completion or contract requirements shall be equitably adjusted by Change Order in accordance with the procedures of the Contract Documents. A change in price of an item of material, equipment, or energy will be considered significant when the price of an item increases 5% percent between the date of this Contract and the date of installation

Warranty and Tolerances

- Payments Received: The Warranty for the contract is only valid if payment is received in full on acceptance of the work
- Diligence: The Contractor agrees to carry out its Work diligently and to provide sufficient supervision and inspection of its staff and subcontractors and that its work will be of proper and professional quality, and in full conformity with the requirements of the contract
- Competence: The Contractor warrants that it is competent to perform the Work and that it has the necessary qualifications including knowledge and skill with the ability to use them effectively.
- Site Unknowns: It is the responsibility of the Client or the Client's Representative to fully inform the Contractor of all the information regarding site unknowns that may include difficult buried materials, cables, and pipes, tree stumps, drainage or water table issues, rock, and shale sub surfaces and/or other impediments, issues or factors that could otherwise impact the quality, cost and timeliness of project completion. Failure to notify the Contractor may lead to additional costs to the Client (at the Contractor's discretion) and schedule time not included in the proposal and may require changes in design and construction to overcome such problems – all for which the

Client will be responsible. Client can avoid such risks by permitting the Contractor to do appropriate soil and ground tests, review the site,


and to secure additional required site information from appropriate government and other authorities.

- **Damaged Utilities:** Should damage occur to utilities during construction, the Contractor is only liable for the cost of the repair. the Contractor is not liable in any way for inconvenience to the Client caused by damage to the utilities
- **Damage to neighbors buried utilities,** on the Client's property, are the responsibility of the Client
- **Damage to installed material** (plants, trees, sod, etc.) by foot traffic, machinery, equipment, other trades, owner neglect or acts of nature will be excluded from any warranty and will not be replaced at the cost of Contractor
- **Damage due to pest infestation** is excluded from warranty and any damaged material will not be replaced at the cost of the Contractor. If, however, the Contractor has a separate maintenance contract with the client, pest control would fall under that contract and would be subject to those warranty parameters.
- **Damage due to improper watering** after final acceptance will not be replaced at the cost of the Contractor

Material Tolerances

- **Wood:** Pressure treated wood cannot be guaranteed against warp age, checking, or cupping.
- **Stone:** Natural stone has color variations that vary from stone to stone. In addition, mineral deposits such as lime, iron, etc. can change the stone and even bleed. This is the nature of the product, and the Client accepts this as a natural and acceptable quality of the stone
- **Metal:** Metal, which is not galvanized, is not guaranteed from rusting commencing immediately after installation
- **Concrete:** Spider cracks (hairline stress-fractures) are considered a normal characteristic of all types of concrete. Concrete may crack substantially over time due to proximity of tree roots.
- **Warranty Time Period:** The Contractor warrants all construction and installation for a period of one (1) year, providing that they have been maintained properly. All construction materials are subject to manufacturer's specific warranties/guarantees. Planting is warranted for one (1) year if there is an approved irrigation system
- **Client Responsibilities:** The Client recognizes and agrees that they have a responsibility to maintain constructions, plants, bushes, trees, and other installations in keeping with standard quality maintenance requirements for the Warranty to remain in effect. Failure to properly maintain materials or horticulture installations will void the warranty. Client further recognizes and agrees that damage to construction, materials, horticulture elements and other warrantable items of the project will not be warranted if the damage or loss is due to elements beyond the control of the Contractor. For example, flooding eaves, troughs that damage plants, fallen branches, animal caused damage, damaged/ burst irrigation or drainage pipes that were not maintained properly, use of improper chemicals, improper maintenance, extreme or unusual weather conditions, and similar and/or related situations – void all warranties provided by the Contractor
- **Use of Client Selected and Approved Substandard Materials:** Client recognized and agrees that if the Client has chosen and approved the use of substandard materials for any application that the one-year warranty will be void or otherwise limited in writing on those items so impacted but will remain in effect for all other elements of the project not impacted directly or indirectly by use of substandard materials. the Contractor will notify in writing to the Client any material that the Client has selected that would negatively impact the one-year warranty of the Contractor – prior to purchasing and/or installing such materials

- **Material Grades:** The Client recognizes that all materials come in a range of grades of quality and finishes, and that natural materials are not perfect. Natural wood has knots, and other natural materials have variability in color due to a wide range of factors, and that sample while useful in material selection decision-making, cannot be expected to accurately represent the total completed installation. The Contractor shall endeavor to enable the Client to see or understand the representative range of color, texture, and related of all materials installed on a project, however, acceptable Florida Grades and Standards will be used for the final selection of those materials. Once the selection has been approved by the Client, the Client will be responsible for all costs associated with changing any given material should the Client change their mind during or after material is purchased or installed.
- Plant specified height and width are used as primary sizes for sourcing plant material. This may result in minor deviation from container and caliper size specifications.

By 

John Amarosa

Date 4/13/2023

Pine Lake Services, LLC

By _____
Chairman Of the Board

Date _____

Riverbend West CDD

Riverbend West

LANDSCAPE INSPECTION REPORT



May 5, 2023
Rizzetta & Company
Bryan Schaub – Landscape Specialist



Rizzetta & Company
Professionals in Community Management

General Updates, Recent & Upcoming Maintenance Events

- ❖ Monitor the irrigation as we are in still drought conditions.
- ❖ Upcoming fertilization events for turf, palms, & beds.
- ❖ Check all areas each week as some maintained areas were missed.

The following are action items for Pine Lake to complete. Please refer to the item # in your contractor's response listing action already taken or anticipated time of completion. **Red Text** indicated deficient items from a previous report. **Bold Red Text** indicates deficient items for more than one report. **Green Text** indicates a proposal has been requested. **Blue** indicates irrigation.

1. In the area behind the lift station at the new phase, vendor to blow out clumped grass clippings.
2. In the same area, remove all vines, especially those on the walls. (Pic 2)



6. Along the north ROW of 21st, treat the Magnolia for Tulip Scale. (Pic 6)



3. In the beds in the north ROW of 21st and east of the New Phase entrance, there are missing/dead plants. Replace when the bed has its grading raised.
4. At the new phase entrance, replace dead annual flower units, the west ROW is empty.
5. In the same area, start to prune the Ti plants. Cut 1/3 of the canes each month for 3 months.

7. At the new plant installation at the end of Eagle Summit, replace dead Podocarpus.

8. **At the new plant installation at the end of Eagle Summit, install the beds, bed lines and mulch. This should have been completed.**

9. **In the same area, detail & edge the structure, line trim the bank & flush cut the stumps.**

10. **At the main monument, there is drought stress in the turf & beds. Monitor the plant material, check nozzles/filters & increase the irrigation as possible.**



18th, 1st, 21st & Original Dog Park

11. Detail around the mail kiosk at the new dog park & install the stone. (Pic 11)



12. At the north end of the new phase ponds, when will the new sod be installed?
13. Around the ponds, Pine Lake to top the plant strips.
14. At the monument area, the new Annual Flower rotation was installed & looks good.
15. At the Smokey Hill entrance, there is some small areas of turf stress in an otherwise very healthy turf stand. Diagnose & take any corrective action necessary.
16. At the original dog park, remove all vines growing in the plants and on the fencing. (Pic 16 >)
17. At the original dog park, diagnose & treat the Ornamental Grasses as they appear to have Cottony Scale.
18. In the new phase & property-wide, treat all active ant mounds & rake out inactive ones.
19. Vendor to mow behind original dog park fencing and remove all weeds from the fencing.

20. The natural area behind the original dog park, continue to prune back encroaching plant material and to keep the water flow structures clear.

21. We still have one Brazilian Pepper tree to remove. When? (Pic 21)



22. Property-wide, now that the plant strips on the pond banks have been established, continue to maintain these in a neat and tidy manner. These need to be cut down once a month.
23. At the 4th entrance and in any bed with struggling Indian Hawthorn, rejuve cut the Indian Hawthorn. I have been having good results with this technique when combined with a robust pest treatment plan.



Original Dog Park, 7th & 21st

24. Along 1st & 21st , prune all palms & trees that are contacting the fencing.
25. In the south ROW of 21st, remove the dead Ornamental grasses and report cause of death. (Pic 25)



Proposals



**MEYER TIME MAINTENANCE**

Lutz, FL 33549

Phone: (813-241-5584)

Meyertimellc@gmail.com

ESTIMATE

DATE: 2023

RIVER BEND WEST HOA


SEASON	DESCRIPTION	PRICE	
2023	Holiday light installation of signage in warm white led, outlined at 21 st Avenue SE and Leaping Wildcat Place	375.00	
	Four front bushes under signage in warm white mini led or firefly phasing lights 21 st Avenue SE and Leaping Wildcat Place	155.00	
	Holiday light installation of signage in warm white led, left upper and top outlined. 21 st AVE SE and 1 st St. SW	185.00	
	Two hanging starbursts or versa line supernova option	185.00	
	Bushes in front of signage closest to the street in warm white mini led or firefly phasing lights 21 st AVE SE and 1 st St. SW	475.00	
	Three large palms wrapped in warm white mini led	985.00	
	Wires, clips, timer, mounting supplies etc	175.00	
		Total	2,535.00

Holiday lighting: MTM will provide the design labor and materials for the installation of the proposed job. MTM uses only commercial grade LED lights. MTM will be responsible for the maintenance during the entire holiday season, there will be a 75\$ maintenance trip fee for any issues not caused by our materials such as resetting GFCI.

Connectors, timers, custom fit to your project, seasonal maintenance, removal of materials.

Quotation prepared by: Rick Meyer Please do not hesitate to call us with any questions.

THANK YOU FOR YOUR BUSINESS!



RIVERBEND WEST



RIVERBEND WEST



4/10/2023

Re: Christmas Lighting Estimate for the Riverbend West Community

Inclusions:

1. Monument – Intersection of 21st Ave SE and Leaping Wildcat Place. Signage and surrounding wall and vegetation areas to be decorated.
2. Monument – Intersection of 21st Ave SE and 1st Street. Signage, vegetation, and palm trees to be decorated.

Homeowners Association Requirements

1. Installation of electrical outlet behind the monument at 21st Ave SE and 1st Street. Upon site inspection, one could not be located.
2. All vegetation, to include palms, be pruned prior to the installation of the lights.
3. Homeowners Association is liable for replacement cost of any damaged supplies/decorations provided by Parkhurst Outdoor Lighting if those damages were caused by vandalism, landscapers and or residents.

Cost – The cost of renting and labor for the signs and area associated with both locations is \$5,100. A 50% deposit is due upon completion of the contract to reserve your spot on the schedule. The remaining 50% payment is due after installation of the Christmas lighting.

Please let me know if you have any questions.

Gary A Parkhurst

Owner – Parkhurst Outdoor Lighting



Trimmers Holiday Decor Tampa

ESTIMATE	#688
ESTIMATE DATE	Apr 10, 2023
SERVICE DATE	Apr 10, 2023
TOTAL	\$4,300.00

Riverbend West CDD
Riverbend West CDD
2502 Dakota Rock Dr
Ruskin, FL 33570

✉ KCole@rizzetta.com

CONTACT US

2234 Lithia Center Lane
Valrico, FL 33596

☎ (813) 545-4782

✉ patrick@trimmershd.com

ESTIMATE

Services	qty	unit price	amount
Entrance Signs -Install lighted garland with bows above both entrance signs.	1.0	\$1,200.00	\$1,200.00
Royal Palms -Install warm white mini lights on the trunks of (3) royal palms -Install green mini lights in palm fronds of (3) royal palms	1.0	\$1,800.00	\$1,800.00
Shrubs -Install green mini lights in shrubs in front of the two monuments.	1.0	\$800.00	\$800.00
Crepe Myrtles -Install firefly lights in (3) crepe myrtles next to sign.	1.0	\$500.00	\$500.00

Services subtotal: \$4,300.00

Subtotal \$4,300.00

Total \$4,300.00

- Contract will automatically renew unless notification by either party by April 1st following decorating season.
- Please have palms trimmed prior to October 1st.
- Trimmers Holiday Decor retains ownership of all merchandise.
- All lighting will be commercial grade LED lighting.
- Customer is responsible for working power outlets.
- Installation by December 10th (Lighting installs begin by October 1st, Greenery begins November 1st).
- Removal of decor by January 20th (Lighting may come down after the 20th, but all greenery and visible decor will be removed by the 20th).

Service Includes:

*Installation of Lighting

*Service calls

*Take down and storage

- For all contracts signed by May 1st, 50% Deposit due on June 1st and final 50% will be due December 1st.
- For all contracts signed between May 2nd and September 31st, 50% deposit due within 30 days of signed contract and the final 50% payment due December 1st.
- For all contracts signed after October 1st, payment will be due in full prior to installation.

5% late fee for payment received later than 15 day later than due date.

Accepted By: _____

Print Name: _____

Date: _____

*Please print and sign, then email back to Patrick@trimmershd.com

Site Masters of Florida, LLC
5551 Bloomfield Blvd.
Lakeland, FL 33810
Phone: (813) 917-9567
Email: tim.sitemastersofflorida@yahoo.com

PROPOSAL

Riverbend West CDD

Phase 3 - Dog Park Bench

4/18/2023

Construct 6' x 12' x 4" thick, concrete slab for new bench
Provide and install 8' long, black, metal bench (to match others)

TOTAL \$3,800

RESOLUTION 2023-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE RIVERBEND WEST COMMUNITY DEVELOPMENT DISTRICT APPOINTING AND FIXING THE COMPENSATION OF THE DISTRICT MANAGER; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Riverbend West Community Development District (“**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Hillsborough County, Florida; and

WHEREAS, the Board of Supervisors of the District (“**Board**”) must employ and fix compensation of a “**District Manager**,” and

WHEREAS, the Board has determined that the appointment of a District Manager is necessary, appropriate and in the District’s best interests; and

WHEREAS, the Board desires to appoint a District Manager and to provide compensation for their services.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE RIVERBEND WEST COMMUNITY DEVELOPMENT DISTRICT:

- 1. Approval of District Management Agreement.** Inframark, LLC is appointed as District Manager and shall be compensated for their services in such capacity in the manner prescribed in the agreement incorporated herein by reference as **Exhibit A**.
- 2. Conflicts.** Resolutions or parts thereof in conflict herewith are, to the extent of such conflict, superseded and repealed.
- 3. Effective Date.** This Resolution shall become effective immediately upon its adoption.

Adopted this 15th day of May, 2023

Attest:

**Riverbend West Community Development
District**

Secretary/Assistant Secretary

Chair of the Board of Supervisors

RESOLUTION 2023-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE RIVERBEND WEST COMMUNITY DEVELOPMENT DISTRICT DESIGNATING OFFICERS OF THE DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Riverbend West Community Development District (“**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Hillsborough County, Florida; and

WHEREAS, the Board of Supervisors (“**Board**”), desires to appoint Kevin Kasper as Chairman, Morgan Woodcock as Vice Chairman, Keith Cascio as Assistant Secretary, Joseph Collins as Assistant Secretary, Rebecca Hartsook as Assistant Secretary, Jennifer Goldyn-Leon as Secretary, Stephen Bloom as Treasurer and Andre McAden as Assistant Treasurer.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE RIVERBEND WEST COMMUNITY DEVELOPMENT DISTRICT:

- 1. District Officers.** Kevin Kasper is appointed as Chairman, Morgan Woodcock is appointed as Vice Chairman, Keith Cascio is appointed as Assistant Secretary, Joseph Collins is appointed as Assistant Secretary, Rebecca Hartsook is appointed as Assistant Secretary, Jennifer Goldyn-Leon is appointed as Secretary, Stephen Bloom is appointed as Treasurer and Andre McAden is appointed as Assistant Treasurer.
- 2. Conflicts.** All Resolutions or parts of Resolutions in conflict herewith are hereby repealed to the extent of such conflict.
- 3. Effective Date.** This Resolution shall become effective on the date of its adoption.

Adopted this 15th day of May 2023.

Attest:

**Riverbend West Community Development
District**

Secretary

Chair of the Board of Supervisors

RESOLUTION 2023-07

A RESOLUTION OF THE RIVERBEND WEST COMMUNITY DEVELOPMENT DISTRICT DESIGNATING AUTHORIZATION AND ACTIONS RELATING TO THE ACCOUNTS OF THE DISTRICT

WHEREAS, the Board of Supervisors (“**Board**”) of the Riverbend West Community Development District (“**District**”) desires to designate authorization and authorize certain actions relating to its accounts;

WHEREAS, the Board has engaged the services of Inframark, LLC as the District’s management company pursuant to a District Management Agreement;

WHEREAS, the Board by Resolution 2023-06, has appointed Jennifer Goldyn-Leon as Secretary, Stephen Bloom as Treasurer, and Andre McAden as the Assistant Treasurer for the District.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE RIVERBEND WEST COMMUNITY DEVELOPMENT DISTRICT:

1. The above recitals are true and correct and by this reference are incorporated into and form a material part of this resolution.
2. As District officers, Jennifer Goldyn-Leon, Stephen Bloom and Andre McAden are authorized to administer the District’s accounts, as soon as practical and effective immediately.
3. All previous signers on the district’s accounts will be removed effective immediately. Resolutions or parts thereof in conflict herewith are, to the extent of such conflict, superseded and repealed.
4. This resolution shall become effective on the date of its adoption.

Adopted this 15th day of May, 2023.

Attest:

Riverbend West Community Development District

Secretary/Assistant Secretary

Chair of the Board of Supervisors

RESOLUTION 2023-08

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
RIVERBEND WEST COMMUNITY DEVELOPMENT DISTRICT
DESIGNATING A REGISTERED AGENT AND REGISTERED OFFICE
OF THE DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, the Riverbend West Community Development District (“**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Hillsborough County, Florida; and

WHEREAS, the District is statutorily required to designate a registered agent and a registered office location for the purposes of accepting any process, notice, or demand required or permitted by law to be served upon the District in accordance with Section 189.014(1), *Florida Statutes*.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF
SUPERVISORS OF THE RIVERBEND WEST COMMUNITY
DEVELOPMENT DISTRICT:**

SECTION 1. John Vericker is hereby designated as the Registered Agent for the Riverbend West Community Development District.

SECTION 2. The District’s Registered Office shall be located at 1510 W. Cleveland St. Tampa, FL 33606.

SECTION 3. In accordance with Section 189.014, *Florida Statutes*, the District’s Secretary is hereby directed to file certified copies of this Resolution with Hillsborough County and the Florida Department of Economic Opportunity.

SECTION 4. This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED this 15th day of May, 2023.

ATTEST:

**RIVERBEND WESTCOMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair of the Board of Supervisors

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, April 17, 2023, at 6:00 p.m.**, at the SouthShore Regional Library, located at 15816 Beth Shields Way, Ruskin, FL 33573.

Present and constituting a quorum were:

Kevin Kaspar	Board Supervisor, Chair
Morgan Woodcock	Board Supervisor, Vice Chair
Joe Collins	Board Supervisor, Asst. Secretary
Rebeca Hartsook	Board Supervisor, Asst. Secretary.
	(via conference call)
Keith Cascio	Board Supervisor, Asst. Secretary

Also present were:

Taylor Nielsen	District Manager, Rizzetta & Company
John Vericker	District Counsel, Straley Robin Vericker
	(via conference call)
John Amarosa	Representative, Pinelake
Doug Agnew	Representative, Advanced Aquatics
Bryan Schaub	Landscape Inspection Manager, Rizzetta & Co.

FIRST ORDER OF BUSINESS**Call to Order**

The meeting was called to order at 6:00 p.m.

SECOND ORDER OF BUSINESS**Audience Comments**

There were no audience members present.

THIRD ORDER OF BUSINESS**Staff Reports****Aquatics Services Update**

The Board reviewed Mr. Agnew's report.

Landscape Report

Mr. Amarosa presented a proposal under separate cover to the Board. The Board decided to table this item until the May meeting.

Landscape Inspection Services Report

Mr. Schaub presented his report to the Board.

District Counsel

Present and no report.

District Engineer

Present and no report.

District Manager

Mr. Nielsen informed the Board of Supervisors that the next scheduled meeting is Monday, May 15, 2023, at 6:00 p.m. at the SouthShore Regional Library, located at 15816 Beth Shields Way, Ruskin, FL 33573.

Mr. Nielsen presented the District Manager's report to the Board.

FOURTH ORDER OF BUSINESS

Consideration of Holiday Lighting proposal

The Board decided to tablet this item until the May 2023 meeting.

FIFTH ORDER OF BUSINESS

Consideration of Dog Park Bench proposal

The Board directed Staff to find out if the cement slab was included in the proposal.

SIXTH ORDER OF BUSINESS

Review of Inframark Proposal

On a motion from Ms. Woodcock, seconded by Mr. Kaspar, the Board unanimously approved to accept Inframark's proposal in substantial form and authorized Chair to execute the final version outside of a meeting, for the Riverbend West CDD.

SEVENTH ORDER OF BUSINESS

Consideration of Minutes of Board of Supervisors BOS Meeting held on March 20, 2023

On a motion from Mr. Kaspar, seconded by Mr. Cascio, the Board unanimously approved the March 20, 2023, meeting minutes, for the Riverbend West CDD.

EIGHTH ORDER OF BUSINESS

**Consideration of Operations &
Maintenance Expenditures for
March 2023**

On a motion from Mr. Kaspar, seconded by Mr. Casico, the Board unanimously approved the Operation and Maintenance Expenditures for March 2023, in the amount of \$31,378.25, for the Riverbend West CDD.

NINTH ORDER OF BUSINESS

Supervisor Requests

There were no Supervisor Requests at this time.

TENTH ORDER OF BUSINESS

Adjournment

On a motion from Mr. Kaspar, seconded by Ms. Woodcock, the Board unanimously approved to adjourn the meeting at 6:34 p.m., for the Riverbend West CDD.

Assistant Secretary

Chair / Vice Chair