

**RIVER BEND
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS REGULAR MEETING
JULY 11, 2013**

**RIVER BEND
COMMUNITY DEVELOPMENT DISTRICT
AGENDA
JULY 11, 2013 at 6:30 p.m.**

District Board of Supervisors	Chair Vice Chair Supervisor Supervisor Supervisor	Harry Wallace Algalana Douglas Richard Orcutt Lance Belka John Adams
District Manager	District Management Services, LLC District Management Services, LLC	Brian Lamb Peter Altman
District Attorney	Powell, Carney, Maller, P.A.	Karen Maller
District Engineer	Stantec	Tonja Stewart

All cellular phones and pagers must be turned off while in the meeting room

The District Agenda is comprised of four different sections:

The meeting will begin at **6:30 p.m.** with the first section called **Business Administration**. The Business Administration section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The second section is called **Business Items**. The business items section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. If any member of the audience would like to speak on one of the business items, they will need to register with the District Administrator prior to the presentation of that agenda item. Occasionally, certain items for decision within this section are required by Florida Statute to be held as a Public Hearing. During the Public Hearing portion of the agenda item, each member of the public will be permitted to provide one comment on the issue, prior to the Board of Supervisors' discussion, motion and vote. Agendas can be reviewed by contacting the Manager's office at (813) 873-7300 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The third section is called **Staff Reports**. This section allows the District Administrator, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The final section is called **Supervisor Requests and Audience Comments**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to **three (3) minutes** for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. **IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT ADMINSTRATOR OUTSIDE THE CONTEXT OF THIS MEETING.**

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 873-7300, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same 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.

July 11, 2013

Board of Supervisors
River Bend Community Development District

Dear Board Members:

The Regular Meeting of the River Bend Community Development District will be held on **Thursday, July 11, 2013 at 6:30 p.m.** at the River Bend Amenity Center, located at 2502 Dakota Rock Drive, Ruskin, FL 33570. Included below is the agenda:

- 1. CALL TO ORDER/ROLL CALL**
- 2. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors Meeting, May 9, 2013 Tab 1
 - B. Consideration of Minutes of the Audit Committee Meeting, April 25, 2013 Tab 2
 - C. Consideration of Operations and Maintenance Expenditures, July, 2013..... Tab 3
 - D. Consideration of Amenity Center Capital Improvements, July, 2013 Tab 4
 - E. Review of the Financial Statements through May 31, 2013 Tab 5
 - F. Consideration of the Audit Committee Recommendation for 2013 Audit..... Tab 6
- 3. BUSINESS ITEMS**
 - A. Review of Fiscal Year 2014 Proposed Budget..... Tab 7
 - B. Discussion on Heat Pump for the Pool
 - C. Update on Amenity Center Construction
 - D. General Matters of the District
- 4. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
 - i. Field Report
- 5. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS**
- 6. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 873-7300.

Sincerely,



Peter Altman,
District Manager

RIVER BEND COMMUNITY DEVELOPMENT DISTRICT

May 9, 2013 Minutes of Regular Meeting

Minutes of the Regular Meeting of the Board of Supervisors

The May meeting of the Board of Supervisors for River Bend Community Development District was held on **May 9, 2013 at 6:30 p.m.**, at the River Bend Amenity Center, located at 2502 Dakota Rock Drive, Ruskin, FL 33570.

1. CALL TO ORDER/ROLL CALL

Supervisor Wallace called the regular meeting of the Board of Supervisors of the River Bend Community Development District to order on Thursday, **May 9, 2013 at 6:34 p.m.**

Board Members Present and Constituting a Quorum at the onset of the meeting:

Harry Wallace	Chair
Richard Orcutt	Supervisor (<i>via speakerphone</i>)
Lance Belka	Supervisor
John Adams	Supervisor
Peter Altman	District Manager, District Management Services, LLC

(00:00:56)

MOTION TO:	Allow Supervisor Orcutt to participant by phone.
MADE BY:	Supervisor Wallace
SECONDED BY:	Supervisor Adams
DISCUSSION:	None.
RESULT:	Called to Vote: motion PASSED
	3/0 – Motion passed unanimously

2. BUSINESS ADMINISTRATION

A. Consideration of Minutes of Board of Supervisors Meeting, April 11, 2013

The Board reviewed the minutes. No errors were found.

(00:01:18)

MOTION TO:	Approve the meeting minutes for April 11, 2013.
MADE BY:	Supervisor Belka
SECONDED BY:	Supervisor Adams
DISCUSSION:	None.
RESULT:	Called to Vote: motion PASSED
	4/0 – Motion passed unanimously

The Board moved the business items up on the agenda.

3. BUSINESS ITEMS

A. Consideration of Fiscal Year 2014 Proposed Budget

Mr. Altman went over the budget process with the Board and the residents.

The Board reviewed the budget.

50
51 **B. Consideration of Resolution 2013-02; Adopting FY 2014 Proposed Budget and Setting Public**
52 **Hearing**
53

54 (00:21:18)

MOTION TO:	Approve Resolution 2013-02; accepting the 2014 Proposed Budget and setting the public hearing date for August 8, 2013.
MADE BY:	Supervisor Wallace
SECONDED BY:	Supervisor Belka
DISCUSSION:	None.
RESULT:	Called to Vote: motion PASSED 4/0 – Motion passed unanimously

62
63 **C. Annual Disclosure of Qualified Electors**

64 Mr. Altman announced there are 735 registered voters in River Bend CDD as of April 15, 2013.
65

66 **D. Consideration of Resolution 2013-03; Remove Metro from Accounts Payable**
67

68 (00:26:33)

MOTION TO:	Approve Resolution 2013-03
MADE BY:	Supervisor Wallace
SECONDED BY:	Supervisor Adams
DISCUSSION:	None.
RESULT:	Called to Vote: motion PASSED 4/0 – Motion passed unanimously

75
76 **E. General Matters of the District**
77

78 **2. BUSINESS ADMINISTRATION**

79 **B. Consideration of Operations and Maintenance Expenditures, May, 2013**

80 The Board reviewed the Operations and Maintenance report.
81

82 **C. Consideration of Amenity Center Capital Improvements, May, 2013**

83 The Board reviewed the Amenity Center Capital Improvements.
84

85 (00:29:34)

MOTION TO:	Approve the Operations and Maintenance Expenditures and Amenity Center Capital Improvements, May, 2013.
MADE BY:	Supervisor Wallace
SECONDED BY:	Supervisor Adams
DISCUSSION:	None.
RESULT:	Called to Vote: motion PASSED 4/0 – Motion passed unanimously

93
94 **4. STAFF REPORTS**

95 **A. District Counsel**
96

97 **B. District Engineer**

98 **C. District Manager**

99 **i. Field Service Report**

100 **ii. Financial Statements through March 31, 2013**

101 **5. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS**

102 Supervisor Wallace went over a cost analysis for heating the pool.

103
104 Resident Comments:

105 Heating the pool

106 Basketball Court

107
108 **6. ADJOURNMENT:**

109
110 (00:47:40)

MOTION TO:	Adjourn the May 9, 2013 meeting of the Board of Supervisors.
MADE BY:	Supervisor Belka
SECONDED BY:	Supervisor Wallace
DISCUSSION:	None further.
RESULT:	Called to Vote: motion PASSED 4/0 - Motion passed unanimously

118
119 ****Please note the entire meeting is available on disc.***

120 **These minutes were done in a summary format.*

121 **Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that 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.*

122 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
123 meeting held on _____.

124
125
126
127 _____
128 **Signature**

128
129 _____
130 **Signature**

131
132 _____
133 **Printed Name**

131
132 _____
133 **Printed Name**

134 **Title:**

135 **Chair**

136 **Vice Chair**

134 **Title:**

135 **Secretary**

136 **Assistant Secretary**

137
138
139
140
141
142
143
144
145

Recorded by Records Administrator

Signature

Date

RIVER BEND COMMUNITY DEVELOPMENT DISTRICT

April 25, 2013 Minutes of Audit Committee Meeting

Minutes of the Audit Committee Meeting

The April meeting of the Audit Committee for River Bend Community Development District was held on **April 25, 2013 at 10:00 am.**, at the River Bend Amenity Center, located at 2502 Dakota Rock Drive, Ruskin, FL 33570.

CALL TO ORDER/ROLL CALL

Mr. Altman called the Audit Committee Meeting of the Board of Supervisors of the River Bend Community Development District to order on Thursday, **April 25, 2013 at 10:00 am.**

Audit Committee Memebers Present:

Harry Wallace	Chairman
Peter Altman	District Manager, District Management Services, LLC

Mr. Altman started the meeting by announcing that the Board of Supervisors had appointed him and Supervisor Wallace to be the audit committee.

Mr. Altman informed Supervisor Wallace that there were two ways to select an auditor. One way would be one with a set price and one without a price. Mr. Altman said he would recommend that the price be included. Supervisor Wallace said he agreed with him as well.

In the agenda packet was an evaluation criteria that included prices and Mr. Altman said he recommended this as Supervisor Wallace's selection. Supervisor Wallace was in full agreement with Mr. Altman. Mr. Altman stated there was a unanimous agreement to go with the one with a price as cited in the packet.

Mr. Altman stated that whenever they audit committee met an ad would have to be made and put in the newspaper. This was something required by law and they would have to also advertise that they were looking for any accounting firm that would be qualified to provide proposals for the District. Mr. Altman reported an ad had been prepared but they just needed to decide on a date to have the proposals in by. Mr. Altman suggested the time line be June 3, 2013. Supervisor Wallace stated he agreed with this date to be placed on the ad.

Mr. Altman also suggested they send out RFPs in addition to the advertisement that will be made. He said this would help to ensure they get responses from interested firms. Supervisor Wallace said he was in full agreement with this.

Mr. Altman stated the last order of business was to set the next audit committee meeting. Mr. Altman stated he would suggest picking June 5th or June 6th for their next meeting. He said this would allow them to meet after the proposals would be in and review them.

Supervisor Wallace responded that either date would work for him. Mr. Altman suggested they meet on June 6th at 9:30 am. Supervisor Wallace agreed. The committee set June 6th at 9:30 am as their next meeting.

52 ****Please note the entire meeting is available on disc.***
53 **These minutes were done in a summary format.*
54 **Each person who decides to appeal any decision made by the Board with respect to any matter considered*
55 *at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made,*
56 *including the testimony and evidence upon which such appeal is to be based.*

57 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**
58 **meeting held on _____.**

59 _____
60 _____
61 **Signature**

62 _____
63 _____
64 **Printed Name**

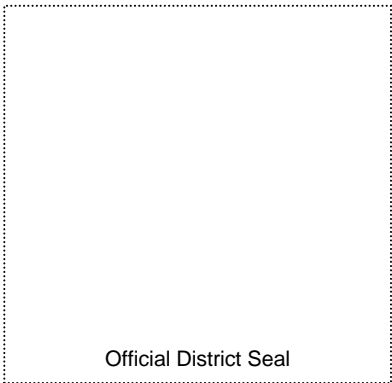
65 _____
66 **Title:**
67 **Chair**
68 **Vice Chair**

69 _____
70 _____

Recorded by Records Administrator

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River Bend Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Monthly Contract				
District Management Services LLC	6167	\$ 4,000.00		Contractual Services - June
District Management Services LLC	6195	4,000.00	\$ 8,000.00	Contractual Services - July
Parrish Lawn Care, LLC	1335	6,195.00		Lawn Service - April
Parrish Lawn Care, LLC	1368	6,195.00		Lawn Service - May
Parrish Lawn Care, LLC	1391	6,195.00	\$ 18,585.00	Lawn Service - June
Remson Aquatics, LLC	3357	995.00		Lake Maintenance - May
Monthly Contract Sub-Total		\$ 27,580.00		
Variable Contract				
Decision HR	274096	\$ 1,048.00		P/R PE 05/05 Ck Date 05/10
Decision HR	275362	1,043.88		P/R PE 05/19 Ck Date 05/24
Decision HR	276640	1,048.20		P/R PE 06/02 Ck Date 06/07
Decision HR	278024	2,627.85	\$ 5,767.93	P/R PE 06/20 Ck Date 06/21
Powell, Carney, Maller, P.A.	70963	3,574.75		Legal Services thru 05/31 - General
Variable Contract Sub-Total		\$ 9,342.68		
Utilities				
BOCC	2188220000 053013	\$ 768.21		Water/Sewer Service thru 05/28
Tampa Electric	0698 0010210 061013	7,709.13		Electric Service thru 05/30
Utilities Sub-Total		\$ 8,477.34		
Regular Services				
Apex Pest Control, Inc.	949878	\$ 60.00		Pest Control - 05/31
Regular Services Sub-Total		\$ 60.00		
Additional Services				

**River Bend Community Development District
Summary of Operations and Maintenance Invoices**

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
FiS Outdoor	3080488 00	\$ 465.40		Irrigation Parts - 05/30
Florida Patio Furniture Inc.	FPF052813	3,895.50		50% Pmt for Pool Furniture After Arrival
Parrish Lawn Care, LLC	1367	9,000.00		Landscaping Fenceline (Final Installment)
Sam's Club	7715 0906 3323 2129 060813	107.50		Consumables - 05/22
Times Publishing Company	I1003945214 0418	45.86		Notice of Audit Comm Mtg
Times Publishing Company	I1003965549 0529	46.88	\$ 92.74	Notice of Audit & Regular Meeting - 05/29
Additional Services Sub-Total		\$ 13,561.14		
TOTAL:		\$ 59,021.16		

Approved (with any necessary revisions noted):

Signature

Printed Name

Title (check one):

Chairman Vice Chairman Assistant Secretary