

MINUTES OF MEETING

RIVERBEND WEST COMMUNITY DEVELOPMENT DISTRICT BOARD OF SUPERVISORS' MEETING

Thursday, July 7, 2016 at 11:00 a.m.

Offices of Lennar

4600 W Cypress St.

Tampa, Florida 33607

Board Members present at roll call:

Laura Coffey	Board Member
Brady Lefere	Board Member
Ben Gainer	Board Member

Also Present:

Vivek Babbar	Straley & Robin, P.A.
Joe MacLaren	Fishkind & Associates, Inc.
Jane Gaarlandt	Fishkind & Associates, Inc.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

The meeting was called to order. The Board Members and staff in attendance are as outlined above.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments at this time.

THIRD ORDER OF BUSINESS

Consideration of the Minutes of the April 7, 2016 Board of Supervisors' Meeting

The Board reviewed the minutes of the April 7, 2016 Board of Supervisors' Meeting.

ON MOTION by Mr. Lefere, seconded by Mr. Gainer, with all in favor, the Board approved the Minutes of the April 7, 2016 Board of Supervisors' Meeting.

FOURTH ORDER OF BUSINESS

**Public Hearing of the Adoption of
the District's Fiscal Year 2016-2017
Budget**

- a) Public Comments and
Testimony**
- b) Board Comments**
- c) Consideration of Resolution
2016-07, Adopting a Fiscal Year
2016-2017 Budget and
Appropriating Funds**

Mr. MacLaren recommended a motion to open the public hearing.

ON MOTION by Ms. Coffey, seconded by Mr. Lefere, with all in favor, the Board opened the Public Hearing.

Mr. MacLaren noted that the numbers in the budget now reflect the new contracts. The Board reviewed the budget. Mr. MacLaren stated that he is asking the Board's approval of the budget and the assessments for purposes of putting them on the assessments roll. The Board discussed the budget and asked Mr. Maclaren for a quick recess.

Mr. MacLaren recessed the meeting at approximately 11:07 a.m.

The meeting was reconvened at approximately 11:15 a.m.

The Board discussed the budget and Mr. MacLaren noted that here is an error in the budget. He explained that Phase 1 Landscaping & Maintenance is only \$33,000.00 and the budget depicts \$36,000.00. He also mentioned that if the District needs to pick up Phase 2 then there is an additional \$16,700.00 for a total of \$50,000.00 that should be in the landscaping Maintenance line item. He explained that at the last meeting the Board had discussed reducing the TECO amount and moving it down to the landscaping maintenance to make up the difference. He recommended keeping the budget at \$174,800.00. Mr. MacLaren recommended moving \$14,000.00 from TECO down to Landscaping Maintenance. Mr. MacLaren also noted that they can move the Supervisor fees to wherever the Board thinks is most appropriate and possibly shave a little bit off the budget since they can remove the Supervisor fees and reduce the landscaping improvements if the Board wants to do that. Ms. Coffey suggested removing the Supervisor fees and reducing the Landscaping Improvements from \$10,000.00 to \$5,000.00. Mr. MacLaren stated that the total budget has now been reduced to \$166,800.00 and the net O&M Assessments per lot is \$654.00. The amount paid in November will be \$681 and the amount on the tax roll will be \$724.86.

Ms. Gaarlandt mentioned that the legal advertising might be a little high. Mr. MacLaren noted that a budget of \$166,400.00 will get the District below \$2,000.00 for the annual fee. Mr. MacLaren noted that the budget will be \$166,400.00 for Fiscal Year 2017 with changes to TECO with a line item of \$25,000, Landscaping Maintenance to \$50,000.00, the elimination of Supervisor Fees, travel and per diem, the reduction of Legal Advertising down to \$2,700.00 per year, and the reduction of the Landscape Improvement down to \$5,000.00.

On MOTION by Ms. Coffey, seconded by Mr. Lefere, with all in favor, the Board approved Resolution 2016-07, as amended.

Mr. MacLaren requested a motion to close the public hearing.

On MOTION by Ms. Coffey, seconded by Mr. Lefere, with all in favor, the Board closed the Public Hearing.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2016-8, Adopting an Assessment Roll for Fiscal Year 2016-2017 and Certifying Assessments for Collection

The District Manager will make the correction to show the O&M and the total gross assessment which will be lowered so that they reflect the less than \$2,000 total annual fee.

On MOTION by Ms. Coffey, seconded by Mr. Lefere, with all in favor, the Board approved Resolution 2016-08, adopting an Assessment Roll of Fiscal Year 2016-2017 and Certifying Assessments for Collection.

SIXTH ORDER OF BUSINESS

Ratification of Payment Authorizations Nos. 40-43

The Board reviewed Payment Authorizations 40-43. These have previously been approved and paid.

On MOTION by Ms. Coffey seconded by Mr. Lefere, with all in favor, the Board ratified Payment Authorizations Nos. 40-43.

SEVENTH ORDER OF BUSINESS

Review of Monthly Financials

The Board reviewed the monthly financial statements. The District is under budget at this point in the fiscal year. The District has been in touch with the closing agents and have provided them the assessments for proration. Ms. Coffey added that she has a construction requisition heading their way. She noted that the closing agents are a little late getting the backup information. Ms. Coffey asked how much the District has remaining in the Construction Fund. Mr. MacLaren responded that as of the end of May the District had \$1,267,873.16. Ms. Coffey submitted a requisition dated May 31, 2016 in the amount of \$513,000.00 which would reduce the Construction Fund to \$754,873.16. Mr. MacLaren will ask the District Accountant to send Ms. Coffey an update. No action was required by the Board.

EIGHTH ORDER OF BUSINESS

Staff Reports

District Counsel – No Report

District Engineer – No Report

District Manager – No Report

NINTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

There were no additional comments.

TENTH ORDER OF BUSINESS

Adjournment

There were no other questions or comments. Mr. MacLaren suggested a motion to adjourn.

ON MOTION by Mr. Lefere, seconded by Mr. Gainer, with all in favor, the Board adjourned the July 7, 2016 Board of Supervisors Meeting for the Riverbend West Community Development District.


Secretary / Assistant Secretary


Chair / Vice-Chair