

**RIVERCREST  
COMMUNITY DEVELOPMENT DISTRICT  
BOARD OF SUPERVISORS  
REGULAR MEETING  
APRIL 16, 2018**

# RIVERCREST COMMUNITY DEVELOPMENT DISTRICT AGENDA

April 16th, 2018 - 6:30 p.m.

The Rivercrest Clubhouse, located at 11560 Ramble Creek Drive, Riverview, FL 33569

<b>District Board of Supervisors</b>	Chairman Vice Chairman Supervisor Supervisor Supervisor	Joe McGee Elaine Sellent Lisa Fernandez Frank Nocco Ed Lamp
<b>District Manager</b>	Meritus	Brian Howell
<b>Operations Manager</b>	Rivercrest CDD	Rick Reidt
<b>District Attorney</b>	Bush Ross, PA	Michelle Drab
<b>District Engineer</b>	Stantec, Inc.	Tonja Stewart

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

**The District Agenda is comprised of seven different sections:**

The meeting will begin at **6:30 p.m.** with the third section called **Audience Comments on Agenda Items** this is an opportunity for the individuals to comment on agenda items. The fourth 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 and vendors presentation of information from any potential or current contractor of the District. The fifth section **Business Administration** contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The sixth 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. The seventh section is **Old Business** this section covers any business brought before the Board at previous meetings in which a decision was not made or further information was required before a decision could be reached. 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) 397-5120 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 eighth 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) 397-5120, 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.

April 16th, 2018

Dear Board Members:

The Regular Meeting of the Board of Supervisors of the Rivercrest Community Development District will be held on **Monday, April 16th, 2018 at 6:30 p.m.** at the Rivercrest Clubhouse, located at 11560 Ramble Creek Drive, Riverview, FL 33569. The agenda is included below.

**1. CALL TO ORDER/ROLL CALL**

**2. PLEDGE OF ALLEGIANCE**

**3. AUDIENCE QUESTION AND COMMENT ON AGENDA ITEMS**

**4. CHAIRMAN COMMENTS ON DISTRICT MATTERS**

**5. VENDOR/STAFF REPORTS**

- A. District Engineer – Tonja Stewart
- B. District Counsel – Michelle Drab
- C. District Manager – Brian Howell
  - i. Budget Recap on Need for Gap Loan
  - ii. Landscape Contract Discussion
- D. Operations Manager – Rick L. Reidt
  - i. Operation Managers Report ..... Tab 01 Page 04
  - ii. Goal Tracking Short and Long-Term..... Tab 02 Page 05

**6. BUSINESS ADMINISTRATION**

- A. Consideration of Minutes of the Board of Supervisors Meeting March 19, 2018 ..... Tab 03 Page 07
- B. Consideration of Operations and Maintenance Expenditures March 31, 2018..... Tab 04 Page 12
- C. Review of Financial Statements Month Ending March 31, 2018 ..... Tab 05 Page 120

**7. NEW BUSINESS**

- A. Camera Equipment Removal ..... Tab 06 Page 137
- B. Rivercrest Villas Center Island Plant Replacement ..... Tab 07 Page 140
- C. Spring Mulch Application..... Tab 08 Page 142
- D. Rivercrest CDD Community Survey ..... Tab 09 Page 157
- E. Clubhouse Stone Facade Renovation ..... Tab 10 Page 164
- F. Discussion on Symmes Rd. Irrigation Repairs ..... Tab 11 Page 166

**8. OLD BUSINESS**

- A. Townhomes Frontage Maintenance Review ..... Tab 12 Page 169
- B. Townhomes TECO Lighting Review..... Tab 13 Page 175
- C. Community Center Wood Repair..... Tab 14 Page 179
- D. Continued Discussion on Security Patrol Services/HCSO ..... Tab 15 Page 181

**9. SUPERVISOR REQUESTS AND AUDIENCE QUESTION AND COMMENT ON OTHER ITEMS**

**10. 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) 397-5120.

Sincerely,

Brian Howell  
District Manager