

RIVERCREST COMMUNITY DEVELOPMENT DISTRICT

1 **July 16, 2018 Minutes of the Regular Meeting**

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3 **Minutes of the Regular Meeting**

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5 The Regular Meeting of the Board of Supervisors for Rivercrest Community Development
6 District was held on **Monday, July 16, 2018 at 6:30 p.m.** at the Rivercrest Clubhouse, located at
7 11560 Ramble Creek Drive, Riverview, Florida 33569.
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10 **1. CALL TO ORDER/ROLL CALL**

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12 Brian Howell called the Regular Meeting and of the Board of Supervisors of the Rivercrest
13 Community Development District to order on **Monday, July 16, 2018 at 6:30 p.m.**
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15 **Board Members Present and Constituting a Quorum:**

16 Joe McGee Chairman
17 Frank Nocco Supervisor
18 Lisa Fernandez Supervisor
19 Ed Lamp Supervisor
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21 **Staff Members Present:**

22 Brian Howell Meritus
23 Rick Reidt Onsite Staff
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25 There were several audience members present.
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28 **2. PLEDGE OF ALLEGIANCE**

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30 The Pledge of Allegiance was recited.
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33 **3. CHAIRMAN COMMENTS ON DISTRICT MATTERS**

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35 Supervisor McGee encouraged the Board to continue to look at items to cut in the budget.
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37 **A. Greenview Landscaping Introduction – Larry Rhum**

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39 Supervisor McGee welcomed back Larry Rhum from Greenview and went over the community's
40 expectations. The Board, Mr. Reidt, and Mr. Howell also shared their expectations and
41 welcomed back Mr. Rhum. Mr. Rhum then went over some landscaping items he has already
42 seen that need special attention.
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45 **4. AUDIENCE QUESTION AND COMMENT ON AGENDA ITEMS**

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47 There were no audience questions or comments at this time.
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5. VENDOR/STAFF REPORTS

A. District Counsel – Michelle Drab

i. Easement Encroachment Agreement

Mr. Howell provided an update from Counsel. He stated that the Easement Encroachment Agreement is on hiatus until the Board decides if they want to proceed. Mr. Howell also stated that with TECO lighting, there will be a phone call this week about sharing the cost with the surrounding neighborhoods. The call will be with the community president of Lakeside. Ms. Drab is also working on getting County tax item lined up to be paid this fall once there is a new assessment.

B. District Manager – Brian Howell

i. Meritus Quote for Payroll Processing Eliminating ADP

Mr. Howell went over the proposal. It will be a savings of \$150 a month.

MOTION TO:	Switch payroll activity to Meritus.
MADE BY:	Supervisor Lamp
SECONDED BY:	Supervisor Fernandez
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 – Motion passed unanimously

Mr. Howell provided the Board a snapshot of where the District is currently with finances. As of June, it is 4% under budget. As of last week, \$256,000 in the operating account. In June, total expenditures were \$67,000. If the District stays at around \$67,000 a month, there will be enough funds to go through September and part way into October. The District is doing well on keeping costs down. The bank has approved the first quarter funding. Mr. Howell is trying to negotiate a better deal with better terms. He will update the Board in a few weeks.

ii. Discussion on Staffing

Mr. Howell and Mr. Reidt went over the staffing proposals. From her email, Supervisor Sellent’s recommendation was Proposal B plus an extra \$3,000. Proposal B would be a slight increase in staffing. Mr. Howell went over how some examples of how other Districts handle staffing. The Board, Mr. Reidt, and Mr. Howell discussed staffing. Supervisor Fernandez was worried that if staff is cut too much, there will be issues at the pool again like there was previously when staffing was low. Supervisor Nocco wanted to adjust staff as needed. Supervisor Lamp wanted a small increase in staffing. Supervisor McGee wanted to go with Proposal A and then increase on an as needed basis. The Board, Mr. Howell, and Mr. Reidt said they will continue to work through the staffing and numbers so a decision can be made at the August budget meeting.

93 **C. Operations Manager – Rick L. Reidt**

94 **i. Operations Manager’s Report**

95 **ii. Goal Tracking, Short and Long Term**

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97 Mr. Reidt went over his report with the Board. He went over a request from a resident about
98 allowing trolling motors on the big lake. Mr. Howell said that if the Board does approve it, the
99 approval needs to be contingent on checking with the District’s insurance provider. The Board
100 discussed allowing trolling motors on the big lake.
101

102	MOTION TO:	Allow trolling motors in the big lake, contingent on
103		the insurance company signing off on it.
104	MADE BY:	Supervisor Fernandez
105	SECONDED BY:	Supervisor Lamp
106	DISCUSSION:	None further
107	RESULT:	Called to Vote: Motion PASSED
108		4/0 – Motion passed unanimously

109
110 Supervisor McGee asked Mr. Reidt about the big alligator on the lake. Supervisor McGee
111 thought that maybe the FWC needs to be called. Mr. Reidt said he will call about the gator the
112 following day.
113

114 Mr. Reidt then went over the goal tracking. Supervisor McGee suggested looking at having a
115 strong waiver like Fish Hawk to have volunteers do jobs around the community.
116

117 Mr. Howell went over LMP finishing out their contract and their current deficiencies. He asked
118 for approval for staff, including the District Manager, Counsel, and Chair to negotiate a payment
119 or deduct from LMP’s last paycheck or invoice if they don’t correct the deficiencies.
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121	MOTION TO:	Approve staff, including the District Manager,
122		Counsel, and Chair, to negotiate a payment or deduct
123		from LMP’s last paycheck or invoice if they don’t
124		correct the deficiencies.
125	MADE BY:	Supervisor McGee
126	SECONDED BY:	Supervisor Nocco
127	DISCUSSION:	None further
128	RESULT:	Called to Vote: Motion PASSED
129		4/0 – Motion passed unanimously

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6. BUSINESS ADMINISTRATION

A. Consideration of Minutes of the Board of Supervisors Meeting June 5, 2018

The Board reviewed the June 5, 2018 minutes.

MOTION TO:	Approve the June 5, 2018 continued meeting minutes.
MADE BY:	Supervisor Fernandez
SECONDED BY:	Supervisor Lamp
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion passed unanimously

B. Consideration of Minutes of the Board of Supervisors Meeting June 18, 2018

The Board reviewed the June 18, 2018 minutes. The Board noted that Counsel was there via conference call. Supervisor Lamp also noted that line 153 should be “food trucks.”

MOTION TO:	Approve the June 18, 2018 meeting minutes with changes as discussed.
MADE BY:	Supervisor Lamp
SECONDED BY:	Supervisor Nocco
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion passed unanimously

C. Consideration of Operations and Maintenance Expenditures June 2018

The Board reviewed the O&Ms. Supervisor Lamp asked about some of the repair invoices, the drone, potholes, and the replacement sign.

MOTION TO:	Approve the June 2018 O&Ms.
MADE BY:	Supervisor McGee
SECONDED BY:	Supervisor Fernandez
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion passed unanimously

171 **D. Review of Financial Statements Month Ending June 30, 2018**

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173 The financials were reviewed and accepted. Supervisor Lamp asked about the auditing services
174 invoice. Mr. Howell will look into it and get back to the Board. Supervisor Lamp also asked
175 about the pool repairs and if the budget needs to be increased for this item. Mr. Reidt said the
176 high repair cost for the year is more of anomaly.

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179 **7. NEW BUSINESS**

180 **A. Evaluation of Landscaped Maintenance Areas**

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182 Mr. Reidt went over his findings that the District is currently mowing the grass on the property
183 of certain homes and villas based on the Property Appraiser's map. The developer set it up first,
184 and it has carried over. Mr. Reidt wondered if there could be some liability issues with mowing
185 private property. Mr. Howell went over what other Districts have done. Mr. Reidt said he can
186 work with the new landscaping vendor to see what the difference in cost would be. The current
187 contract includes the areas. The Board discussed how to proceed.

189	MOTION TO:	Leave the areas in the contract since it's already in the
190		budget, but look at taking them out next year.
191	MADE BY:	Supervisor McGee
192	SECONDED BY:	Supervisor Fernandez
193	DISCUSSION:	None further
194	RESULT:	Called to Vote: Motion PASSED
195		4/0 – Motion passed unanimously

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197 **B. Water Table Access Issue**

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199 Mr. Reidt went over the water table access issue. The access has been obstructed by fence
200 installations. The Board discussed the issue. Mr. Reidt will identify all the properties that are on
201 the CDD's easement. For the one that is impeding access, a letter will have to be sent to the
202 homeowner to move the fence. On the others, they will look at them individually and see if they
203 as a Board want to approve an Encroachment Agreement.

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205 **C. Limited Water Table Access**

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207 Mr. Reidt went over the limited water table access issue at Palm Island. Mr. Reidt recommended
208 moving the palms. Supervisor Fernandez did not want the remove the trees. Mr. Howell said the
209 palms can be relocated and he could get a number of how much it would cost. The easement will
210 also be pursued.

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213 **D. Rear Easement and Property Line Encroachment**

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215 Mr. Reidt went over the rear easement and property line encroachment. A number of
216 homeowners have gone over rear easements and property lines with their fences. Mr. Reidt will
217 also identify these homeowners and pursue the CDD's easements and property.

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219 **E. 301 Crestside Commercial Property Maintenance Plan**

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221 Mr. Reidt went over the plan to turn the maintenance over when the commercial property is
222 developed.

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225 **8. OLD BUSINESS**

226 **A. Surge Protection**

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228 Supervisor McGee went over the history of things having to be replaced because of lightning. He
229 wanted to make sure the clubhouse and cabana will be protected against lightning strikes. Mr.
230 Reidt said the surge protection would protect the electrical system but may not protect against all
231 strikes. Mr. Reidt went over the costs. The Board discussed paying for surge protection and
232 which proposal they wanted to go with.

233

234

MOTION TO: Go with the Advanced Energy Solutions surge
235 protection proposal at the cost of \$3,640. If it goes
236 any higher when Mr. Reidt reaches back out to
237 Advanced Energy, then Mr. Reidt is to notify the
238 Board, which will void the motion.

239

MADE BY: Supervisor McGee

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SECONDED BY: Supervisor Nocco

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DISCUSSION: None further

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RESULT: Called to Vote: Motion PASSED

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4/0 – Motion passed unanimously

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246 **9. SUPERVISOR REQUESTS**

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248 Supervisor Lamp asked the status of the food trucks and making sure that LMP closes out strong.
249 He also asked if the Board wanted to waive pay for this meeting since they were paid for the
250 continued meeting last month. The Board agreed to decline payment for the July meeting.

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252 Supervisor Fernandez asked if the CDD should revisit selling alcohol at the pool.

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254 Supervisor McGee emphasized the importance of staying focused on the budget and watching
255 finances and accountability.

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10. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION

Residents commented about the easements, aerator and algae issues in the ponds on Symmes Rd. and Mountain Bay, landscape proposals, budget and staffing, management fees, possible conflict of interest, volunteers, staffing at the pool, the encroachment agreement, alligator issues and signs, budget tracking, having a suggestion box, pressure washing, and mowing around the ponds.

11. ADJOURNMENT

MOTION TO:	Adjourn at 8:30 p.m.
MADE BY:	Supervisor Nocco
SECONDED BY:	Supervisor Fernandez
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 – Motion passed unanimously

278 *Please note the entire meeting is available on disc.

279

280 *These minutes were done in summary format.

281 *Each person who decides to appeal any decision made by the Board with respect to any matter
282 considered at the meeting is advised that person may need to ensure that a verbatim record of
283 the proceedings is made, including the testimony and evidence upon which such appeal is to be
284 based.

285

286 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly
287 noticed meeting held on 8-20-18.

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290 Signature

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293 Printed Name

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295 Title:

296 Secretary

297 Assistant Secretary

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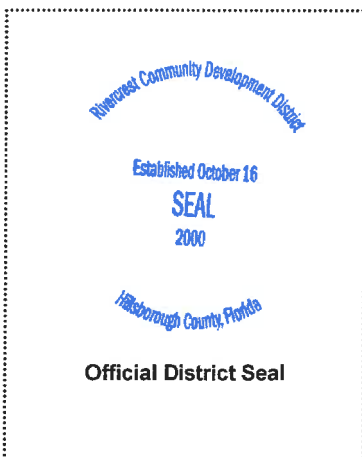
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Signature

Printed Name

Title:

Chairman

Vice Chairman

Recorded by Records Administrator

Signature

Date

8-21-2018