

# RIVERCREST COMMUNITY DEVELOPMENT DISTRICT

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## August 20, 2018 Minutes of the Regular Meeting & Public Hearing

### Minutes of the Regular Meeting & Public Hearing

The Regular Meeting & Public Hearing of the Board of Supervisors for Rivercrest Community Development District was held on **Monday, August 20, 2018 at 6:30 p.m.** at the Rivercrest Clubhouse, located at 11560 Ramble Creek Drive, Riverview, Florida 33569.

#### 1. CALL TO ORDER/ROLL CALL

Brian Howell called the Regular Meeting & Public Hearing and of the Board of Supervisors of the Rivercrest Community Development District to order on **Monday, August 20, 2018 at 6:30 p.m.**

#### Board Members Present and Constituting a Quorum:

Joe McGee	Chairman
Elaine Sellent	Vice Chair
Frank Nocco	Supervisor
Lisa Fernandez	Supervisor
Ed Lamp	Supervisor

#### Staff Members Present:

Brian Howell	Meritus
Rick Reidt	Onsite Staff

There were many audience members present.

#### 2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

#### 3. CHAIRMAN COMMENTS ON DISTRICT MATTERS

Supervisor McGee provided an overview of how the Public Hearing and Regular Meeting will proceed.

43 **4. PUBLIC HEARING ON PROPOSED FISCAL YEAR 2019 BUDGET**

44 A. Open Public Hearing on Adopting Fiscal Year 2019 Budget

MOTION TO:	Open the public hearing.
MADE BY:	Supervisor Sellent
SECONDED BY:	Supervisor Fernandez
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

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53 B. Staff Presentations

54  
55 Mr. Howell went over the budget and financials for the District. He went over increases to  
56 staffing and funding the reserves. The Board discussed the budget. Supervisor Sellent went over  
57 the monthly and yearly difference between a 6.2% and 9.5% increase. She wanted to go with  
58 9.5%. The Board discussed going with 6.2%, 9.5%, or no increase.

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60 *The full discussion is available on audio recording.*

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62 C. Public Comments

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64 Audience members commented about disagreeing with budget increases, no increases in the fees  
65 for a decade so why now, wanting more safety and security, not wanting fees raised, not wanting  
66 a decrease in staffing, agreeing with the 9.5% increase, the fees should have raised a little bit  
67 each year rather than having a big increase now, the cabana fee being high, funding the reserves,  
68 management fees, staff salaries, and needing more staff to enforce rules.

69  
70 Supervisor McGee, Supervisor Sellent, Mr. Howell, and Mr. Reidt answered resident questions.

71  
72 The Board continued to discuss the budget and staffing decisions.

73  
74 *The full discussion is available on audio recording.*

75  
76 D. Close Public Hearing on Adopting Fiscal Year 2019 Budget

MOTION TO:	Close the public hearing.
MADE BY:	Supervisor Fernandez
SECONDED BY:	Supervisor Sellent
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

86 E. Consideration of Resolution 2018-05; Adopting Fiscal Year 2019 Budget

87  
88 The Board reviewed the resolution. They discussed whether to go with no increase, a 6.2%  
89 increase, or a 9.5% increase. Supervisor Lamp also wanted to talk about going with a different  
90 option of 7.5% increase. The Board continued their discussion.

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92 MOTION TO: Approve Resolution 2018-05 with a 7.5% increase  
93 from last year, with the amendment to the motion to  
94 say go with the 7.5% increase, pending Meritus  
95 adjusting the line item numbers to reflect the 7.5%  
96 increase getting back to the Board with the line item  
97 numbers by the end of the week.  
98 MADE BY: Supervisor Lamp  
99 SECONDED BY: Supervisor Sellent  
100 DISCUSSION: The Board discussed changing the budget line items  
101 to reflect the 7.5% and the time frame.  
102 RESULT: Called to Vote: Motion PASSED  
103 4/1 – Supervisor McGee opposed.

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106 **5. VENDOR/STAFF REPORTS**

107 **A. District Counsel – Michelle Reiss**

108 **i. Villas Sign Request**

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110 Ms. Reiss let the Board know she is not charging them for the current meeting. She then went  
111 over the Villas sign request with the Board. Ms. Reiss also went over TECO charging the District  
112 sales tax when they shouldn't be. Ms. Reiss provided an update on the meeting she had with the  
113 Lakeside representative about the lighting district. She did not recommend pursuing the lighting  
114 district based on the costs associated with forming the district vs. how much the CDD would  
115 recoup from forming the district. The Board said maybe they could revisit it later. Ms. Reiss also  
116 provided an update about the encroachment agreement.

117  
118 The Board, Mr. Howell, and Ms. Reiss discussed the encroachment agreement and how to  
119 proceed.

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121 MOTION TO: Allow residents to apply for the encroachment  
122 agreement for a minimum fee of \$275.  
123 MADE BY: Supervisor Nocco  
124 SECONDED BY: Supervisor Lamp  
125 DISCUSSION: None further  
126 RESULT: Called to Vote: Motion PASSED  
127 4/1 – Supervisor Sellent opposed.

129 Ms. Reiss also went over the status of the payment for the settlement agreement to the County.

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131 **B. District Manager – Brian Howell**

132 **i. Discussion on Staffing**

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134 Mr. Howell asked the Board for further direction on staffing. The Board and Mr. Reidt discussed  
135 how many staff members to have and how much the starting part-time hourly rate should be. For  
136 the revised budget, the Board directed Mr. Howell to keep the staff line item at around \$69,000.

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138 **ii. Bridge Loan Approval – Florida Community Bank**

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140 Mr. Howell went over the bridge loan terms. The interest will be under 6%, likely around 5%.  
141 Closing will be towards the end of the month or right after Labor Day. The Chair will sign.

142

143	MOTION TO:	Approve the Bridge Loan for around \$300,000 to
144		cover costs for October, November, and December
145		2018 and make sure it gets paid back by January
146		2019 at under 6%.
147	MADE BY:	Supervisor McGee
148	SECONDED BY:	Supervisor Sellent
149	DISCUSSION:	None further
150	RESULT:	Called to Vote: Motion PASSED
151		5/0 – Motion passed unanimously

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

154 **i. Operations Manager’s Report**

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

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157 Mr. Reidt went over his report. Supervisor Lamp asked about the broken heater.

158

159 Supervisor McGee mentioned an issue with buses parking on the grass.

160

161 Supervisor Lamp asked about LMP and the landscaping transition. Mr. Howell said they are still  
162 holding the check. Mr. Reidt went over LMP’s progress so far.

163

164 Mr. Reidt stated that the Deputy schedules will be updated soon to include earlier morning and  
165 later evening shifts.

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168 **6. BUSINESS ADMINISTRATION**

169 **A. Consideration of Minutes of the Board of Supervisors Meeting July 16, 2018**

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171 The Board reviewed the minutes and noted a change to the line about the Board agreeing to  
172 waive payment for the July meeting.

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MOTION TO: Approve the July 16, 2018 minutes with changes.  
MADE BY: Supervisor Fernandez  
SECONDED BY: Supervisor McGee  
DISCUSSION: None further  
RESULT: Called to Vote: Motion PASSED  
5/0 – Motion passed unanimously

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**B. Consideration of Operations and Maintenance Expenditures July 2018**

The Board reviewed the O&Ms. Supervisor Sellent asked about the propane bill. Supervisor Lamp asked about the JAH fee, TECO bill, irrigation repairs, and plumbing invoice. He also requested to have all the HCSO bills put together so they are easier to review.

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MOTION TO: Approve the July 2018 O&Ms.  
MADE BY: Supervisor McGee  
SECONDED BY: Supervisor Sellent  
DISCUSSION: None further  
RESULT: Called to Vote: Motion PASSED  
5/0 – Motion passed unanimously

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

The financials were reviewed and accepted.

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**7. NEW BUSINESS**

**A. Consideration of Resolution 2018-06; Assessment Resolution**

The Board reviewed the resolution.

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MOTION TO: Approve Resolution 2018-06.  
MADE BY: Supervisor Lamp  
SECONDED BY: Supervisor Fernandez  
DISCUSSION: None further  
RESULT: Called to Vote: Motion PASSED  
5/0 – Motion passed unanimously

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212 **B. Consideration of Resolution 2018-07; Setting Fiscal Year 2019 Meeting Schedule**

213  
214 The Board went over resolution and meeting schedule. The Board agreed to move the May  
215 meeting to Tuesday, May 28, 2018.  
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217	MOTION TO:	Approve Resolution 2018-07 with a change to the
218		meeting schedule to move the May meeting to
219		Tuesday, May 28, 2018.
220	MADE BY:	Supervisor McGee
221	SECONDED BY:	Supervisor Lamp
222	DISCUSSION:	None further
223	RESULT:	Called to Vote: Motion PASSED
224		5/0 – Motion passed unanimously

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226 **C. Acceptance of Financial Report for Fiscal Year Ending September 30, 2017**

227  
228 The Board reviewed the Audit. Supervisor Lamp asked about a letter sent to management about a  
229 compliance letter. He also asked about the bank loan. Mr. Howell answered his questions.  
230 Supervisor Lamp stated his concerns about having to take out the bridge loan. The Board  
231 discussed the financials. They also discussed possibly going out for RFQ for management  
232 services but decided not to do so at this time.  
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235 **8. OLD BUSINESS**

236 **A. Easement Encroachment Agreement**

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239 **9. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS**

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241 Residents commented about increasing salaries for staff, the Board's fees, and the 7.5% increase  
242 on the budget. A resident also went over an issue with having their cards suspended. They asked  
243 to have their suspension reconsidered. The Board and Mr. Reidt discussed the incident and rules  
244 about parties at the facilities. They found that the resident's privileges hadn't been suspended;  
245 the resident had actually just received a warning letter. Another resident also asked about the  
246 interest rate on the bridge loan. The resident also discussed the elimination of some of the  
247 bussing for the community for Riverview High School. She wondered if the Board could write a  
248 letter to the school board. Mr. Howell will contact Ms. Reiss about what can be done. Another  
249 resident then mentioned an issue with the big lake; he also went over his concern about mowing.

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251 Supervisor Lamp discussed Mr. Reidt's duties and events expansion.

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253 Supervisor Sellent suggested giving the events to the HOA. She also complimented Greenview.

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255 The Board briefly discussed having the HOA do events. Mr. Reidt said that the HOA is already  
256 helping with events financially. He went on to say that what is crucial for events is broadening  
257 their resident volunteer base.

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259 Supervisor McGee wanted the Board to look into decreasing or getting rid of the fees for cabana  
260 rentals at the next meeting.

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**10. ADJOURNMENT**

MOTION TO:	Adjourn at 9:23 p.m.
MADE BY:	Supervisor Nocco
SECONDED BY:	Supervisor Fernandez
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 – Motion passed unanimously

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273 \*Please note the entire meeting is available on disc.

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275 \*These minutes were done in summary format.

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

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281 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly  
282 noticed meeting held on 9-17-18.

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Signature [Handwritten Signature]

Printed Name Ben Houder

Title:  
 Secretary  
 Assistant Secretary

Signature [Handwritten Signature]

Printed Name Joanna

Title:  
 Chairman  
 Vice Chairman

Recorded by Records Administrator

Signature [Handwritten Signature]

Date 9-25-18

Date

