

# RIVERCREST COMMUNITY DEVELOPMENT DISTRICT

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September 17, 2018 Minutes of the Regular Meeting

## Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors for Rivercrest Community Development District was held on **Monday, September 17, 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 and of the Board of Supervisors of the Rivercrest Community Development District to order on **Monday, September 17, 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
Michelle Reiss	District Counsel
Tonja Stewart	District Engineer

There were several audience members present.

### 2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

### 3. CHAIRMAN COMMENTS ON DISTRICT MATTERS

Supervisor McGee went over the process and procedure of the meeting. He stated that residents will get a chance to comment at the meeting.

### 4. VENDOR/STAFF REPORTS

#### A. District Engineer – Tonja Stewart

##### i. Water Table 15 Review

Ms. Stewart went over the issue with roadway underdrain on Crest Creek Drive. The road and underdrain are owned by Hillsborough County. She went over some steps that can be taken to address the issue. She recommended lowering the lake level as much as is reasonable. She asked

49 the Board how they would for her to proceed. The Board discussed the issue and asked Ms.  
50 Stewart some questions about the causes and impact. Ms. Stewart answered their questions and  
51 will proceed with contacting the County. She will also coordinate with Mr. Reidt and Ms. Reiss.

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

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55 **B. District Counsel – Michelle Reiss**  
56 **i. New Firm: Appleton, Reiss & Skorewicz, PLLC**

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58 Ms. Reiss went over her move to a new law firm. She explained that the Board can stay with  
59 Bush Ross and go with another attorney, or continue with her at Appleton, Reiss & Skorewicz.  
60 Her rates will not be changing. Supervisor Sellent asked about the experience of the firm with  
61 CDDs, and Supervisor Lamp asked about the expertise of the attorneys with construction and  
62 contract issues. Ms. Reiss answered their questions. Supervisor McGee wanted to make sure that  
63 everyone continues to be held accountable and gets things accomplished in a timely manner.

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65 MOTION TO: Keep Ms. Reiss as the District’s attorney and go with  
66 Appleton, Reiss & Skorewicz as the new firm.  
67 MADE BY: Supervisor Fernandez  
68 SECONDED BY: Supervisor Sellent  
69 DISCUSSION: None further  
70 RESULT: Called to Vote: Motion PASSED  
71 5/0 – Motion passed unanimously

72  
73 Ms. Reiss provided an update about the loan agreement. She is working on finalizing it with  
74 Florida Community Bank. The closing is scheduled for next Monday. She has a resolution that  
75 will authorize the Chair to sign the loan documents.

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77 MOTION TO: Approve Resolution 2018-07.  
78 MADE BY: Supervisor Sellent  
79 SECONDED BY: Supervisor Lamp  
80 DISCUSSION: None further  
81 RESULT: Called to Vote: Motion PASSED  
82 5/0 – Motion passed unanimously

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84 **C. District Manager – Brian Howell**  
85 **i. Part-Time Staffing Hourly Wages**

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87 Mr. Howell provided a financial recap. The District had \$83,000 in the bank account as of  
88 Friday. The District should have a surplus at the end of the year of \$15,000 - \$20,000. This will  
89 be a good turn-around for the year.

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91 The Board then discussed staffing and part-time hourly wages. Mr. Howell said that the number  
92 of staff members and wages can be revised throughout the year.

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94 Supervisor Sellent asked about some of the line items in the budget. Mr. Howell and Mr. Reidt  
95 answered.

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97 The Board continued to discuss part-time hourly wages and staffing.

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

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101	MOTION TO:	Approve a pay raise of \$1.50 per hour for part-time
102		hourly staff.
103	MADE BY:	Supervisor Sellent
104	SECONDED BY:	Supervisor Fernandez
105	DISCUSSION:	None further
106	RESULT:	Called to Vote: Motion PASSED
107		4/1 – Supervisor Nocco opposed.

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109 **D. Operations Manager – Rick L. Reidt**

110 **i. Operation Manager’s Report**

111 **ii. Goal Tracking Short and Long Term**

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113 Mr. Reidt went over his report. He reviewed his suggestions for meeting schedule date changes  
114 because of holidays in January and May with the Board. He proposed changing the dates to  
115 January 18, 2018 and May 20, 2018. The Board discussed the suggested changes.

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117	MOTION TO:	Adjust the meeting schedule to avoid meeting on
118		holidays and move the January meeting to January
119		28, 2018 and the May meeting to May 20, 2018.
120	MADE BY:	Supervisor Fernandez
121	SECONDED BY:	Supervisor Sellent
122	DISCUSSION:	None further
123	RESULT:	Called to Vote: Motion PASSED
124		5/0 – Motion passed unanimously

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126 Mr. Reidt then went over that Kid’s Community College would like to rent the multipurpose  
127 field two days a week, on Monday and Wednesday for a 2 hour time period. The rental rate is  
128 \$200 for 4 hours. They would like for the Board to decide if they can split the time period to be  
129 two hours per day, so that it would be \$200 a week or \$100 for each session. The Board  
130 discussed the request.

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MOTION TO:	Allow Kids Community College to split the time period to two days a week, at \$100 per session.
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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Mr. Reidt went over the easement encroachment letters that have been sent out. 30 letters have been sent out already, and there are 20 more that still need to be sent. Mr. Reidt explained the encroachment letters and process to the audience members who had already received letters. Ms. Stewart and the Board also went over the history of the easement encroachments with the audience. The Board then took audience comments.

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A resident commented that her fence had been up for twelve years, and she was not happy about having to go through the encroachment agreement process. Another resident asked the Board for clarity on what the letter she received is asking for her to do to address the easement.

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Supervisor McGee stated that residents who received letters can apply for a waiver.

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## 5. BUSINESS ADMINISTRATION

### A. Consideration of Minutes of the Board of Supervisors Meeting August 20, 2018

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The Board reviewed the August 20, 2018 minutes.

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MOTION TO:	Approve the August 20, 2018 meeting minutes.
MADE BY:	Supervisor Fernandez
SECONDED BY:	Supervisor Sellent
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 August 2018

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The Board reviewed the O&Ms. Supervisor Sellent asked about the propane invoice. She also asked about the fees for the first notice send out to residents about the assessment.

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MOTION TO:	Have the fees for the first notice split by Meritus and Ms. Reiss \$1,371.14.
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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182 The Board continued to go over the O&Ms. Supervisor Sellent asked about the increase in  
183 miscellaneous expenses. Mr. Howell noted that it's because the bridge loan interest was in there.  
184 Supervisor Lamp asked about the tax on an invoice and if mileage could get tracked during the  
185 community patrols. Supervisor Lamp also asked when the switch over is from ADP for staff. Mr.  
186 Howell noted that it would be October 1, 2018.

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

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### 195 C. Consideration of Operations and Maintenance Expenditures August 2018

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197 The financials were reviewed and accepted.

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## 200 6. NEW BUSINESS

### 201 A. Consideration of Resolution 2018-08; Membership Fees

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203 Mr. Reidt went over the resolution and member fees. Because the District increased resident fees  
204 by 7%, the fees for non-residents will also go up 7%.

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MOTION TO:	Approve Resolution 2018-08.
MADE BY:	Supervisor Sellent
SECONDED BY:	Supervisor Nocco
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 – Motion passed unanimously

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214 **7. OLD BUSINESS**

215 **A. Discussion on Rental Rates and Income**

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217 Mr. Reidt went over a resident concern about amenity rental rates and income. He also went over  
218 the numbers of rentals and amount collected for the past 11 months. Supervisor McGee stated  
219 that it is important that if someone is renting the cabana area, they need to follow the rules of the  
220 rental. Supervisor Fernandez discussed maybe having more people from outside of the  
221 community rent amenities like the multipurpose field to help generate revenue for the District.

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224 **8. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION**

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226 A resident asked about the original purpose behind putting in the pool and cabana; she was  
227 concerned about residents having to pay for the use of the cabana through assessments and when  
228 they rent it. Supervisor McGee stated that his opinion was that residents should not be charged  
229 for renting the cabana. The Board discussed the rental fees and also went over the history of  
230 building the cabana and pool. Supervisor McGee said that the Board can discuss the rental fee  
231 more at another meeting.

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233 Another resident stated her concerns about the flooding. She went over the issue and said she has  
234 also contacted the County. Supervisor McGee stated that the Engineer is working on getting it  
235 resolved with the County as well. The resident stated that she thinks the trees in her area that are  
236 interfering with the underdrains are already dead, and if they are waterlogged, they could fall.  
237 Other residents also commented about their streets and properties being oversaturated with  
238 water. Supervisor McGee stated that perhaps they could set up a meeting with one Board  
239 member, after all of the research has been completed.

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241 There were more resident questions and comments about the easements and flooding. The Board  
242 and Mr. Reidt discussed the concerns with residents.

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

245

246 A resident asked about the increase in fees and wanted to know if the Board can reach out to  
247 other communities to get more information about how they save money in their Districts.  
248 Another resident asked about the assessment fees and making sure everyone is looking at  
249 invoices and expenses. A resident also commented about parking issues on his street; another  
250 resident commented about the sidewalks.

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253 **9. SUPERVISOR REQUESTS**

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255 Supervisor Sellent asked about the HOA taking over the events. Supervisor Fernandez requested  
256 to get more information on the sheriff's reports. Supervisor Lamp expressed his concerns about  
257 the water table issue; he also requested for the Board to consider waiving encroachment  
258 agreement fees for residents who have had their fences in for twelve years. Supervisor Lamp  
259 then went over his concerns with staffing and the issue with the resident at the previous meeting

260 who came to discuss the incident with the grills. He wanted to make sure that the Board and staff  
261 has a clear definition of a party for when they apply the rule. The Board briefly discussed the  
262 definition and rule.

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265 **10. ADJOURNMENT**

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MOTION TO:	Adjourn at 8:48 p.m.
MADE BY:	Supervisor Sellent
SECONDED BY:	Supervisor Nocco
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 – Motion passed unanimously

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

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277 \*These minutes were done in summary format.

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

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283 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly  
284 noticed meeting held on 10-15-18.

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286 Signature

288   
289 Printed Name

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291 Title:

- 292  Secretary
- 293  Assistant Secretary

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Signature

  
Printed Name

Printed Name

Title:

- Chairman
- Vice Chairman

*Recorded by Records Administrator*



Signature

10-24-18  
Date

Date

