

# RIVERCREST COMMUNITY DEVELOPMENT DISTRICT

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1 April 29, 2019 Minutes of the Special Meeting

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3 **Minutes of the Special Meeting**

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5 The Special Meeting of the Board of Supervisors for Rivercrest Community Development  
6 District was held on **Monday, April 29, 2019 at 6:30 p.m.** at the Rivercrest Clubhouse, located  
7 at 11560 Ramble Creek Drive, Riverview, Florida 33569.  
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10 **1. CALL TO ORDER/ROLL CALL**

11  
12 Michelle Reiss called the Special Meeting and of the Board of Supervisors of the Rivercrest  
13 Community Development District to order on **Monday, April 29, 2019 at 6:30 p.m.**  
14

15 **Board Members Present and Constituting a Quorum:**

16 Lisa Fernandez Chair  
17 Ed Lamp Vice Chair  
18 Elaine Sellent Supervisor  
19 Michael Ryan Supervisor  
20

21 **Staff Members Present:**

22 Michelle Reiss District Counsel  
23 Rick Reidt Onsite Staff  
24

25 There were many vendor representatives and audience members present.  
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28 **2. PLEDGE OF ALLEGIANCE**

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30 The Pledge of Allegiance was recited.  
31

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33 **3. AUDIENCE QUESTION AND COMMENTS ON AGENDA ITEMS**

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35 There were no audience questions or comments on agenda items.  
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38 **4. INTERVIEWS FOR DISTRICT MANAGEMENT SERVICES CONTRACT**

39 **A. Interview Inframark**

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41 Bob from Inframark went over the history of the company and scope of services. He also  
42 introduced a district manager and went over an invoices paid system that the Supervisors would  
43 be able to access. The Board asked some questions about the scope of services and costs.  
44  
45

46 **B. Interview Meritus**

47  
48 Brian Lamb with Meritus went over their history as a company and with the District and that  
49 they provide a custom or tailored approach to services. Debby Nussel went over her  
50 qualifications as a district manager, district management practices, support staff, and technology.  
51 Gene Roberts went over his background and expertise an operations manager. Alex Wolfe went  
52 over her qualifications as the financial services controller. The Board asked some questions  
53 about the scope of services, costs, construction of the pool, aquatics, and amenities.  
54

55 **C. Interview Rizzetta**

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57 Eric Daily with Rizzetta introduced Scott who oversees the financial services department, and  
58 Scott who oversees amenity services. Joe Roethke the regional manager could not attend due to  
59 illness. He went over the history of the company and where their different offices are located.  
60 Mr. Daily also went over technology they use to assist the Board and what Mr. Roethke would  
61 do as a manager. The Board asked some questions about costs, scope of service, communication,  
62 customer service, amenities, events, and staff.  
63

64 **D. Interview Wrathell Hunt**

65  
66 Chuck with Wrathell Hunt went over the history of the company and the types of districts they  
67 have. The Board asked some questions about costs, scope of service, and communication.  
68

69  
70 **5. NEW BUSINESS**

71 **A. Management Company Selection**

72  
73 Ms. Reiss reviewed the scoring totals from the Supervisors. Supervisor Sellent's totals were not  
74 included. The Board discussed the district management proposals. They narrowed the choice  
75 down to two companies, Meritus and Rizzetta. The Board continued to discuss the costs, scopes  
76 of service, and interviews. The Board requested for Meritus to return to the meeting.  
77

78 When Meritus returned, the Board asked Mr. Lamb if he was willing to lower the base contract  
79 price to \$58,000. Mr. Lamb responded yes. Meritus then returned to the waiting area.  
80

81 The Board continued to discuss the district management proposals.  
82

83 MOTION TO: Have Ms. Reiss negotiate a final contract with  
84 Meritus at a \$58,000 base.

85 MADE BY: Supervisor Fernandez

86 SECONDED BY: Supervisor Sellent

87 DISCUSSION: None further

88 RESULT: Called to Vote: Motion PASSED

89 4/0 – Motion passed unanimously  
90

91 The Board then informed Meritus of the decision.

92

93

94 **6. SUPERVISOR REQUESTS**

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96 There were no supervisor requests at this time.

97

98

99 **7. ADJOURNMENT**

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101

MOTION TO: Adjourn at 9:10 p.m.

102

MADE BY: Supervisor Fernandez

103

SECONDED BY: Supervisor Sellent

104

DISCUSSION: None further

105

RESULT: Called to Vote: Motion PASSED

106

4/0 – Motion passed unanimously

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108

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

110

111 \*These minutes were done in summary format.

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

116

117 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly  
118 noticed meeting held on 5-20-19.

119

120

Brian Horne  
Signature

Lisa Fernandez  
Signature

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123

Brian Horne  
Printed Name

Lisa Fernandez  
Printed Name

124

125

126

Title:

Title:

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Secretary

Chairman

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Assistant Secretary

Vice Chairman

129

130

131

*Recorded by Records Administrator*

132

133

SuhA

Signature

134

135

136

6-13-19

Date

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