

**RIVERCREST
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
REGULAR MEETING
OCTOBER 21, 2019**

RIVERCREST COMMUNITY DEVELOPMENT DISTRICT AGENDA

Monday, October 21, 2019

6:30 p.m.

The Rivercrest Clubhouse

Located at 11560 Ramble Creek Drive, Riverview, FL 33569

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| District Board of Supervisors | Chair Vice Chair Supervisor Supervisor Supervisor | Lisa Fernandez Ed Lamp Catherine Arnaez Michael Ryan Elaine Sellent |
| District Manager | Meritus | Debby Nussel |
| Operations Manager | Rivercrest CDD | Rick Reidt |
| District Attorney | Appleton, Reiss & Skorewicz, PLLC | Michelle Reiss, Esq. |
| District Engineer | 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.

October 21, 2019

Dear Board Members:

The Regular Meeting of the Board of Supervisors of the Rivercrest Community Development District will be held on **Monday, October 21, 2019 at 6:30 p.m.** at the Rivercrest Clubhouse, located at 11560 Ramble Creek Drive, Riverview, FL 33569. The agenda is included below.

- 1. PLEDGE OF ALLEGIANCE**
- 2. CALL TO ORDER / ROLL CALL**
- 3. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS.**
- 4. VENDOR/STAFF REPORTS**
 - A. District Engineer – Tonja Stewart
 - B. District Counsel – Michelle Reiss
 - C. District Manager – Debby Nussel
 - i. RFP Legal Counsel Tab 01 Page 04
 - i. *Appleton Reiss, PLLC*
 - ii. *Hopping Green & Sams, PA*
 - iii. *Straley Robin Vericker*
 - ii. Action Item List
 - D. Operations Manager – Rick L. Reidt
 - i. Operations Manager’s Report Tab 02 Page 49
 - ii. Reserve Tracking Tab 03 Page 51
 - iii. 11018 Stoner Branch (*Albert Benvenuti*) Tab 04 Page 55
- 5. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Regular Meeting September 16, 2019..... Tab 05 Page 58
 - B. Consideration of Operations and Maintenance Expenditures September 2019 Tab 06 Page 64
 - C. Review of Financial Statement Month Ending September 30,2019 Tab 07 Page 157
- 6. NEW BUSINESS**
 - A. Preventative Service Agreement Heating/Air..... Tab 08 Page 171
 - B. Cabana Bridge and Maintenance Tab 09 Page 173
 - C. Cabana Fountain Wall Leak Investigation and Repair..... Tab 10 Page 175
 - D. Cabana Pole Lights Repair or Conversion to LED Tab 11 Page 179
- 7. OLD BUSINESS**
- 8. SUPERVISOR REQUESTS / AUDIENNCE QUESTIONS AND COMMENT ON OTHER ITEMS**
- 9. 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,

Debby Nussel
District Manager