

RIVERCREST COMMUNITY DEVELOPMENT DISTRICT

May 18, 2020 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, May 18, 2020 at 6:30 p.m. via teleconference at call-in number 1-866-906-9330 with access code 4863181.

1. CALL TO ORDER/ROLL CALL

Debby Nussel called the Regular Meeting of the Board of Supervisors of the Rivercrest Community Development District to order on Monday, May 18, 2020 at 6:33 p.m.

Board Members Present and Constituting a Quorum:

Lisa Fernandez	Chair	<i>joined the conference call at 7:50 p.m.</i>
Ed Lamp	Vice Chair	
Catherine Arnaez	Supervisor	
Michael Ryan	Supervisor	
Elaine Sellent	Supervisor	

Staff Members Present:

Debby Nussel	District Manager, Meritus
Rick Reidt	Onsite Staff

There were approximately eight resident audience members on the call.

2. AUDIENCE QUESTION AND COMMENTS ON AGENDA ITEMS

There were no audience questions or comments on agenda items.

3. STAFF REPORTS

A. Debby Nussel – District Manager

Mrs. Nussel reviewed her report with the Board.

4. NEW BUSINESS

A. Consideration of Resolution 2020-01; Approving Fiscal Year 2021 Proposed Budget & Setting Public Hearing

Mrs. Nussel and Mr. Reidt went over the budget line items and resolution with the Board. The Board would like to take out the Gator from vehicle maintenance and registration. If the Board approves the purchase of a Gator, they would take it out of reserves. The current maintenance and condition of the golf cart for the District was discussed. The Board would like to take amenity center supplies down to \$8,000 and amenity center miscellaneous facility to \$5,000. The

49 Board asked about the supervisor fees increase. Mrs. Nussel stated it was for taxes. The Board
50 would like to take down the fountain and park maintenance line item to \$10,000 and the
51 waterway management plantings and repairs to \$15,000. They also wanted to take the clubhouse
52 rentals down to \$5,000 since it is uncertain when rentals can be done again. The Board wanted to
53 increase the dues, licenses and fees line item to \$1,100 and have the pool permits taken out of
54 this category. They also wanted to the water utility services to be \$13,000 and to put any extra
55 into landscape plant replacement and pavement and signage repairs to \$2,000.

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57 The Board then discussed the field manager and staffing increase. Mrs. Nussel stated that the
58 field manager had not received any increase in the past three or four years. The Board discussed
59 the increase and felt the field manager should have received a cost of living increase over the
60 years. The Board agreed to looking at a 4% increase for next year and discussing some type of
61 bonus for this year to address not getting an increase over the years. The Board would like to
62 have on the next agenda staffing hours for COVID-19 and an additional part-time handy man.
63 The Board stated that the District is in a good position and they are happy the District is able to
64 take care of items and not have an increase in assessments.

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MOTION TO:	Approve Resolution 2020-01.
MADE BY:	Supervisor Lamp
SECONDED BY:	Supervisor Sellent
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 – Motion passed unanimously

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73 **B. Annual Disclosure of Qualified Electors**

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75 Mrs. Nussel announced that as of April 15, 2020, Rivercrest CDD had 2,644 qualified electors.

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77 **C. 2020 Election Process**

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79 Mrs. Nussel went over the election process. The week for candidates to register with the
80 Supervisor of Elections is June 8, 2020 at noon through June 12, 2020 at noon. Candidates must
81 be a registered voter and live in the District. The seats up for election are Seat 4 and Seat 5.

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83 **D. Consideration of Resolution 2020-02; General Elections, November 2020**

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85 Mrs. Nussel went over the resolution with the Board.

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MOTION TO:	Approve Resolution 2020-02.
MADE BY:	Supervisor Arnaez
SECONDED BY:	Supervisor Sellent
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion passed unanimously

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Supervisor Lamp asked about the November meeting date and wanted to be sure that the November meeting is scheduled for after the new supervisors are on the Board.

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E. Consideration of Resolution 2020-03; Adopting Default Statutory Alternative Investment Policies

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Mrs. Nussel went over the resolution with the Board.

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MOTION TO:	Approve Resolution 2020-03.
MADE BY:	Supervisor Lamp
SECONDED BY:	Supervisor Arnaez
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion passed unanimously

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F. Discussion on Water Table #18 Fountain Replacement

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Mr. Reidt went over the proposal. The Board asked how old the fountain was and if staff was onsite with vendor when they looked at the fountain. Mr. Reidt gave the Board the details of the fountain and when the vendor was onsite. Mr. Reidt stated that the fountain is 10 to 12 years old and the light kit is not good, plus only one vendor has the rights to the parts for the fountain. The Board said this cost would come out of reserves. Supervisor Ryan said the HOA has been great with helping the District and wanted management to ask the HOA if they would like to help pay for it.

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MOTION TO:	Approve the A&B Aquatics proposal for \$9,175.00.
MADE BY:	Supervisor Arnaez
SECONDED BY:	Supervisor Sellent
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion passed unanimously

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127 **G. Agreement Satellite HOA Office**
128 **H. HOA Digital Message Board Agreement**
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130 Mrs. Nussel updated the Board on the HOA/CDD agreements. District Counsel reviewed the
131 agreements and had to check with Bond Counsel. District Counsel made some revisions to the
132 agreements and then send them back to the HOA.
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134 The President of the HOA updated the Board on the timeline and agreements. The HOA would
135 like to have the shed delivered this Wednesday and anchored so they do not have to pay for
136 storage. The Board discussed. Some Supervisors felt they should see the agreement first, and
137 other Supervisors felt it would not hurt to go ahead and have the shed delivered and anchored.
138 The HOA said they would remove the shed if CDD Board did not approve the agreement.
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140 Supervisor Fernandez joined the meeting and apologized for being late due to being in a motor
141 vehicle accident.
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143 The Board continued to discuss the agreement.
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145	MOTION TO:	Allow the HOA to install and anchor the shed and
146		then review the agreement.
147	MADE BY:	Supervisor Ryan
148	SECONDED BY:	Supervisor Fernandez
149	DISCUSSION:	None further
150	RESULT:	Called to Vote: Motion PASSED
151		4/1 – Supervisor Lamp opposed.

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154 **5. CONSENT AGENDA**

155 **A. Consideration of Board of Supervisors Regular Meeting Minutes April 20, 2020**
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157 The Board reviewed the meeting minutes.
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159	MOTION TO:	Approve the April 20, 2020 meeting minutes.
160	MADE BY:	Supervisor Lamp
161	SECONDED BY:	Supervisor Arnaez
162	DISCUSSION:	None further
163	RESULT:	Called to Vote: Motion PASSED
164		5/0 – Motion passed unanimously

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166 **B. Consideration of Operations and Maintenance Expenditures February 2020**
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168 The Board reviewed the February 2020 O&Ms and asked about the propane invoice increase and
169 the MHD invoice on page 113.

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MOTION TO:	Approve the February 2020 O&Ms.
MADE BY:	Supervisor Arnaez
SECONDED BY:	Supervisor Sellent
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 – Motion passed unanimously

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C. Consideration of Operations and Maintenance Expenditures March 2020

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The Board reviewed the March 2020 O&Ms and asked about the pool invoice, Stantec invoice, legal invoice, and the AmeriGas, MHD, and laser check invoices. Mrs. Nussel will send the Board an email on the Stantec invoice and will notify legal that a charge was on the invoice for a KMS change order and not Rivercrest. The Board said they would like to look at a different IT provider. They are not happy with MHD and their billing.

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MOTION TO:	Approve the March 2020 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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D. Consideration of Operations and Maintenance Expenditures April 2020

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The Board reviewed the April 2020 O&Ms and asked about the MHD invoices and the Tampa Bay Times advertisement for the teleconference.

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MOTION TO:	Approve the April 2020 O&Ms.
MADE BY:	Supervisor Arnaez
SECONDED BY:	Supervisor Sellent
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 – Motion passed unanimously

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E. Review of Financial Statement Month Ending April 30, 2020

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The Board reviewed and accepted the financials and asked about the County tax check that still has not cleared, the legal line item that is running high, and the capital improvement line item. They also stated that the pool resurface (Sharper Image invoices) needs to come out of capital

210 reserves and not capital improvements and that Party to Remember and a few other vendors were
211 not listed under events. The Board would like to find out which line item the payments to these
212 vendors came out of and have the charges re-classified to be listed under the event line item.

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215 6. SUPERVISOR REQUESTS

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217 Supervisor Sellent asked about the follow-up with the website designer regarding the fish photo.

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219 Supervisor Lamp would like to have some type of grand reopening of the amenities but follow
220 social distancing. He suggested a week-long event with giveaways for the residents. The Board
221 agreed. Mr. Reidt will look into this.

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223 Supervisor Fernandez agreed that the week-long reopening event was a great idea and said that
224 maybe they could look at having a food truck. She then asked about video conferencing for the
225 next meeting. The President of the HOA stated they are getting ready to purchase it and the CDD
226 could use it. The Board thanked him.

227

228 Supervisor Lamp stated that he would like to look at webcasting the future meetings.

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231 7. AUDIENCE QUESTIONS AND COMMENTS ON OTHER ITEMS

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233 There was an audience comment about getting rid of MHD. Mr. Reidt was asked for the invoice
234 for the pool resurfacing so the HOA can pay for half of repairs, as well as the invoice for
235 fountain for the HOA to pay. The CDD Board thanked the HOA for all their help in paying for
236 repairs for the District. The President of the HOA updated the Board on events and what all they
237 have been doing.

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239 A resident commented that the pool over the weekend was a mess and dirty. Mr. Reidt went over
240 what happened over the weekend with the pool. There was a comment about having a foot pole
241 for opening doors, getting rid of hand dryers, and using paper towels.

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243 A resident thanked the CDD Board for allowing shed to be installed.

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245 There was a suggestion to have gloves available for residents at the amenities who would like to
246 wear them.

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248 A resident asked the Board to look at the budget for future goals like having a gym or expanding
249 the clubhouse.

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251 The HOA President stated the HOA would pay for the new fountain. The Board thanked him.

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253 Supervisor Lamp asked Mr. Reidt about COVID-19 upgrades and wanted to know if this was
254 part of his research on items and cost. Mr. Reidt stated yes and that he will have proposals ready
255 for the next meeting.

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258 **8. ADJOURNMENT**
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260	MOTION TO:	Adjourn at 8:46 p.m.
261	MADE BY:	Supervisor Fernandez
262	SECONDED BY:	Supervisor Lamp
263	DISCUSSION:	None further
264	RESULT:	Called to Vote: Motion PASSED
265		5/0 – Motion passed unanimously

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

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269 **These minutes were done in summary format.*

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

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274 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly
275 noticed meeting held on 6/15/2020.

276 Debby Nussel
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278 Signature
279 debby Nussel
280 _____
281 Printed Name

[Signature]

Signature
Lisa Fernandez

Printed Name

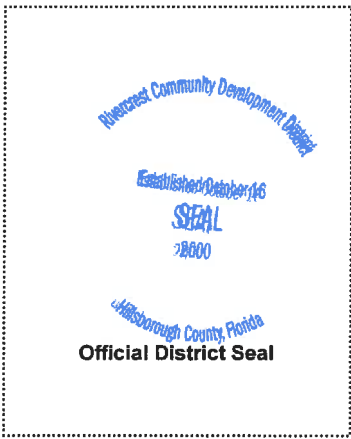
283 Title:
284 Secretary
285 Assistant Secretary

Title:
 Chairman
 Vice Chairman

288 *Recorded by Records Administrator*

[Signature]

Signature
6/22/20
Date



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