

RIVERCREST COMMUNITY DEVELOPMENT DISTRICT

1 April 20, 2020 Minutes of the Regular Meeting

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3 Minutes of the Regular Meeting

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5 The Regular Meeting of the Board of Supervisors for Rivercrest Community Development
6 District was held on Monday, April 20, 2020 at 6:30 p.m. via teleconference at call-in number
7 1-866-906-9330 with access code 4863181.

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9 **1. CALL TO ORDER/ROLL CALL**

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11 Debby Nussel called the Regular Meeting of the Board of Supervisors of the Rivercrest
12 Community Development District to order on Monday, April 20, 2020 at 6:30 p.m.

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

15 Lisa Fernandez Chair
16 Ed Lamp Vice Chair
17 Catherine Arnaez Supervisor
18 Michael Ryan Supervisor

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20 **Staff Members Present:**

21 Debby Nussel District Manager, Meritus
22 Rick Reidt Onsite Staff

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24 There were two audience members.

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27 **2. AUDIENCE QUESTION AND COMMENTS ON AGENDA ITEMS**

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29 There were no audience questions or comments on agenda items.

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32 **3. NEW BUSINESS**

33 **A. Aquatic Fish Stocking**

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35 Mrs. Nussel went over proposal with the Board. The Board discussed the proposal. Mr. Reidt
36 explained the size of the fish and how they came up with the number of fish. The Board
37 discussed doing half of the ponds now and the rest next year. The Board agreed to do half of the
38 ponds, the half that are most needed and most visible.

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MOTION TO: Approve the proposal for six of the most needed and most visible ponds.

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MADE BY: Supervisor Lamp

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SECONDED BY: Supervisor Arnaez

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DISCUSSION: None further

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RESULT: Called to Vote: Motion PASSED

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4/0 – Motion passed unanimously

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B. Paver Cleaning and Seal

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Mr. Reidt went over the proposal with the Board. He stated that Spareem has handled the paver sealing in the past. The Board reviewed the cost of the proposals. Supervisor Ryan stated that pavers need to be sealed every 2 to 3 years and they need to use the same product. He also

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MOTION TO: Approve the Spareem proposal as long as they use the same product and sand the paver joints.

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MADE BY: Supervisor Fernandez

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SECONDED BY: Supervisor Ryan

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DISCUSSION: None further

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RESULT: Called to Vote: Motion PASSED

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4/0 – Motion passed unanimously

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C. Parking Lot and Fitness Trail Recoating

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Mr. Reidt went over the proposals with the Board. The Board discussed if they should just wait on the fitness trail since residents are using it more. They also discussed if they need to spend the money on the fitness trail. Mr. Reidt and Supervisor Fernandez said the fitness trail has pot holes and needs work. The Board discussed the timeline and keeping people off the trail. After

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MOTION TO: Approve the All Asphalt proposal for \$9,095.00

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MADE BY: Supervisor Ryan

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SECONDED BY: Supervisor Fernandez

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DISCUSSION: None further

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RESULT: Called to Vote: Motion PASSED

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4/0 – Motion passed unanimously

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D. Symmes Road Viburnum Replacement

Mr. Reidt went over the proposal with the Board. The Board discussed which budget line item it would come out of, and if taken from plant replacement, it would take all of the line item. The Board also discussed the plant size and if they needed the 7 gallon or could go back with the 3 gallon. The Board requested for Mr. Reidt to get a 3 gallon proposal as well. Supervisor Lamp asked that Gene Roberts with Meritus review the proposals to make sure they are a fair price and give his recommendation. The Board agreed to let the Chair and Mr. Roberts review both proposals and let the Chair approve which one she felt was best.

MOTION TO:	Approve the plant replacement proposal with Chair approval after she reviews both the 3 gallon and 7 gallon proposals and after Mr. Roberts reviews both proposals and gives the Chair his recommendation.
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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E. HOA Satellite Office

The Board discussed the information they received from the HOA in regards to the satellite office. Supervisor Ryan wanted to make sure the HOA was aware that the shed in the meeting book was not meant for an office. It had no ceiling and the County may make them have a bathroom. The Board discussed having a life span on the shed in the agreement and felt that 3 years was good. The Board also said they need to make sure they have a strong agreement and that everything is covered. Mrs. Nussel asked if they wanted District Counsel to draw up the agreement and send it to the HOA. The Board said no. They felt that the HOA needs to do the work and draw up the agreement and then reach out to the CDD. The Board also discussed making the amenities smoke free when the HOA satellite office is installed. This way it is not right in front of the satellite office. They said they would revisit this when the shed is installed.

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4. SUPERVISOR REQUESTS

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Supervisor Ryan asked why they did not have a meeting in March. Mrs. Nussel stated that they did not get the executive order in time to hold meeting via teleconference.

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Supervisor Lamp asked to remove the rest of the broken plastic from the sign that was vandalized at the amenity center. He also asked about staffing and if there will need to be the same amount of staff because of COVID-19. Supervisor Lamp figures that rentals and events will not be allowed for a while. Supervisor Fernandez said she was going to bring this up as well. Supervisor Fernandez also asked the Board about paying staff during the pandemic. The Board

125 discussed staffing, the timeline, and work that can be done now. The Board felt they should keep
126 paying staff since they already had it budgeted and had already received the tax money. The
127 Board did request for staff keep working and to do items outside of their job description until
128 things get back to normal. The Board agreed to pay staff their average work hours each week.
129 Mr. Reidt will coordinate with staff.

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131 Supervisor Lamp asked Mrs. Nussel if she could do a COVID-19 budget. This would include
132 reducing staff since there will not be as many rentals, as well as a few other line items. This way,
133 the Board could look to see if they could give homeowners a discount next year. Mrs. Nussel
134 said she would. The Board did not feel this would make a big difference in budget and
135 recognized that they would have to increase it back up the next year, but they would like to look
136 at the numbers.

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138 Mr. Reidt asked the Board about the May rentals and June wedding rental. Supervisor Fernandez
139 told Mr. Reidt to cancel the May rentals due to COVID-19 but to keep the June wedding rental
140 for now, but with knowing there is a chance they may have to cancel it as well.

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143 **5. AUDIENCE QUESTIONS AND COMMENTS ON OTHER ITEMS**

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There were no audience questions or comments.

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148 **6. ADJOURNMENT**

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150	MOTION TO:	Adjourn.
151	MADE BY:	Supervisor Fernandez
152	SECONDED BY:	Supervisor Lamp
153	DISCUSSION:	None further
154	RESULT:	Called to Vote: Motion PASSED
155		4/0 – Motion passed unanimously

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

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160 *These minutes were done in summary format.

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

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165 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly
166 noticed meeting held on 5 - 18 -2020.

167 Debby Nussel

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169 Signature
170 Debby Nussel

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172 Printed Name

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174 Title:

175 Secretary
176 Assistant Secretary

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[Signature]

Signature

Lisa Fernandez

Printed Name

Title:

Chairman
 Vice Chairman

Recorded by Records Administrator

[Signature]
Signature

6/1/20
Date

