

RIVERCREST COMMUNITY DEVELOPMENT DISTRICT

August 24, 2020 Minutes of the Regular Meeting and Public Hearings

Minutes of the Regular Meeting and Public Hearings

The Regular Meeting and Public Hearings of the Board of Supervisors for Rivercrest Community Development District was held on Monday, August 24, 2020 at 6:30 p.m. at the Rivercrest Clubhouse, located at 11560 Ramble Creek Drive, Riverview, Florida 33569.

1. PLEDGE OF ALLEGIANCE

Ed Lamp led the Pledge of Allegiance.

2. CALL TO ORDER/ROLL CALL

Debby Nussel called the Regular Meeting and Public Hearings of the Board of Supervisors of the Rivercrest Community Development District to order on Monday, August 24, 2020 at 6:30 p.m.

Board Members Present and Constituting a Quorum:

Table with 3 columns: Name, Title, and Meeting Method. Lisa Fernandez (Chair, via conference call), Ed Lamp (Vice Chair), Catherine Arnaez (Supervisor), Michael Ryan (Supervisor).

Staff Members Present:

Table with 2 columns: Name and Title. Debby Nussel (District Manager, Meritus), Rick Reidt (Onsite Staff).

There were approximately eight audience members present.

3. AUDIENCE QUESTION AND COMMENTS ON AGENDA ITEMS

A resident asked about 11722 Crest Creek and oak tree removal. The President of the HOA also updated residents and the CDD Board about the HOA items being completed and the sidewalks that are being pressure washed.

4. RECESS TO PUBLIC HEARING

Mrs. Nussel directed the Board to recess to the public hearing.

47 **5. PUBLIC HEARING ON ADOPTING PROPOSED FISCAL YEAR 2021 BUDGET**  
48 **A. Open Public Hearing on Proposed Fiscal Year 2021 Budget**

MOTION TO:	Open the public hearing.
MADE BY:	Supervisor Lamp
SECONDED BY:	Supervisor Armaez
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion passed unanimously

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57 **B. Staff Presentations**

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59 Mrs. Nussel reviewed the budget sections and totals of the budget with the Board.

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61 **C. Public Comments**

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63 A resident asked how much was left over from last year. Supervisor Lamp stated that the budget  
64 looks good and this year the District is doing well. Supervisor Lamp thanked the HOA for all of  
65 their help this year.

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67 **D. Consideration of Resolution 2020-04; Adopting Fiscal Year 2021 Budget**

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69 The Board reviewed the resolution.

MOTION TO:	Approve Resolution 2020-04, adopting the Fiscal Year 2021 budget.
MADE BY:	Supervisor Armaez
SECONDED BY:	Supervisor Lamp
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion passed unanimously

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79 **E. Close Public Hearing on Proposed Fiscal Year 2021 Budget**

MOTION TO:	Close the public hearing.
MADE BY:	Supervisor Lamp
SECONDED BY:	Supervisor Fernandez
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion passed unanimously

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90 **6. PUBLIC HEARING ON LEVYING O&M ASSESSMENTS**

91 **A. Open Public Hearing on Levying O&M Assessments**

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MOTION TO:	Open the public hearing.
MADE BY:	Supervisor Arnaez
SECONDED BY:	Supervisor Lamp
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion passed unanimously

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100 **B. Staff Presentations**

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102 Mrs. Nussel went over the proposed assessments per lot size.

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104 **C. Public Comments**

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106 A resident asked what year the bonds would be paid off.

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108 **D. Consideration of Resolution 2020-06; Levying O&M Assessments**

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110 The Board reviewed the resolution.

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MOTION TO:	Approve Resolution 2020-05.
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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119 **E. Close Public Hearing on Levying O&M Assessments**

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MOTION TO:	Close the public hearing.
MADE BY:	Supervisor Arnaez
SECONDED BY:	Supervisor Lamp
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion passed unanimously

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129 **7. RETURN TO REGULAR MEETING**

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131 Ms. Nussel directed the Board to return to the regular meeting.

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134 **8. VENDOR/STAFF REPORTS**

135 **A. District Manager – Debby Nussel**

136 **i. Staff Action List**

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138 Mrs. Nussel reviewed the action item list with the Board. Mrs. Nussel asked the Board about the  
139 RFP for an IT provider. The Board agreed to close it out for now.

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141 **B. Operations Manager – Rick L. Reidt**

142 **i. Operation Manager’s Report**

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144 Mr. Reidt reviewed his report with the Board. The Board agreed to plant the seeds where they  
145 just installed irrigation off the main Blvd. Mr. Reidt showed the Board a possible slide at the  
146 pool and shaded pergola that the HOA is looking at. Supervisor Lamp wanted to make sure the  
147 CDD Board is going to review all of these items before anything is done. Mr. Reidt and Mrs.  
148 Nussel stated yes. Supervisor Lamp asked the Board and residents about the food truck and what  
149 day would work best for the community. Residents said maybe they could do a survey and put  
150 large signs up in the community about the food truck with bright colors. The Board liked these  
151 ideas.

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153 **C. District Engineer – Tonja Stewart**

154 **D. District Counsel – Vivek K. Babbar**

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156 There were no additional updates from the Engineer or Counsel at this time.

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159 **9. NEW BUSINESS**

160 **A. Consideration of Resolution 2020-06; Setting Fiscal Year 2021 Meeting Schedule**

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162 The Board reviewed the resolution and meeting schedule. Mrs. Nussel asked about the  
163 November meeting. The Board discussed and wanted to add a meeting on November 19, 2020.

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MOTION TO: Approve Resolution 2020-06, setting the fiscal year  
2021 meeting schedule with adding the November  
19, 2020 at 6:30 p.m. to the meeting schedule,  
amended to change the December meeting to  
December 15, 2020 at 6:30 p.m.

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MADE BY: Supervisor Arnaez

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SECONDED BY: Supervisor Ryan

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DISCUSSION: The HOA mentioned they have a meeting scheduled  
for December 14, 2020 at the same time. The Board  
amended the motion to change the December CDD  
meeting to December 15, 2020 at 6:30 p.m.

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RESULT: Called to Vote: Motion PASSED

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4/0 – Motion passed unanimously

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**B. Discussion on Best Practices for COVID-19**

Mr. Reidt went over the proposal with the Board. The Board discussed the items and what the items would be used for. The Board felt the community did not need the fogger. Mr. Ryan said that Dawn and water works just as well. Mr. Reidt stated that staff is doing this now. The Board said they would like to keep the hand washing the items with Dawn, and not purchase the fogger. Supervisor Ryan said they could use the pump spray to help with time.

MOTION TO:	Approve the items, minus the fogger.
MADE BY:	Supervisor Lamp
SECONDED BY:	Supervisor Ryan
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion passed unanimously

**C. Discussion on 11722 Crest Creek Oak Removal**

Mr. Reidt went over the proposal with the Board. The Board discussed the proposal. Supervisor Lamp asked to check with legal and insurance about the future costs for the community.

MOTION TO:	Approve the proposal to remove the oak tree for \$1,800.
MADE BY:	Supervisor Arnaez
SECONDED BY:	Supervisor Lamp
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion passed unanimously

**D. Discussion on Child Water Feature Repair**

Mr. Reidt went over the proposal with the Board. Supervisor Ryan explained what he believed the problem was and stated that he would like to review this item before the Board approves it. Supervisor Ryan and the Board thought it was a very high price. The Board agreed to have Supervisor Ryan look at this before approving.

**E. Discussion on Firewall Licensing Renewal & Replacement**

Mr. Reidt went over the proposal with the Board. The Board would like a better explanation of the proposal from MHD before they approve it. Supervisor Lamp felt they could get a better price.

**F. Discussion on HOA Fall Festival Events**

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The President of the HOA went over what the HOA had planned for the fall festival and the COVID safety precautions. The HOA will have a bigger tent; extend the festival time; and have temperature checks, hand sanitizer stations, and face masks. The Board discussed having the fall festival on CDD property and COVID-19. Supervisor Lamp felt it was too much of a risk with COVID and wanted to have input from the CDD insurance carrier and District Counsel.

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MOTION TO:	Approve the HOA Fall Festival on CDD property with review of District Counsel and insurance input.
MADE BY:	Supervisor Arnaez
SECONDED BY:	Supervisor Ryan
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/1 – Supervisor Lamp opposed.

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**G. Discussion on Rules and Regulations**

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Mr. Reidt went over the proposed changes for the rules and regulations. In the pool rules, the Chair had asked to remove the part about checking coolers at the door. Mr. Reidt said he and his staff do not want to have to check people at the door, but they would like to have something in there to still be able to ask residents to look in their coolers if necessary. The Board was not sure about checking the coolers. Mr. Reidt wanted to add no gum is allowed in the facilities; the Board would like to say all gum must be properly disposed of. The Chair would like to prohibit smoking at the facilities. Mr. Reidt would like to allow smoking in an area out of the way, behind the cabana and restrooms. The Board discussed and thought maybe to have near the parking lot as a second area.

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Mr. Reidt also went over to add some fun items to the community center pool like pool toys and floats with staff discretion. Mr. Reidt went over that at the Y they allow front-facing, feet-first jumping into the pool. The Board discussed and said they could reword and say diving, running and jumping into the pool, and doing back flips into the pool is not allowed. Mr. Reidt also asked to add that swim fins and swim masks are allowed in the cabana pool.

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Mr. Reidt asked about the fitness trail and walking paths being sunrise to sunset. The Board discussed. Supervisor Fernandez wondered if they had specific times and more signage, they would have less people back there late at night. The Board wanted to keep it sunrise to sunset but have better signage.

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Supervisor Arnaez said ages 14-17 currently are not allowed to bring guests with them. She asked if they could change it to having them allowed to bring one guest. The Board discussed. Mrs. Nussel said they can check with the Counsel to see about liability.

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Supervisor Lamp asked to remove splashing in rule 19 in the pool rules. The Board agreed.

266 **H. Discussion on Office Renovations**

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268 Mr. Reidt went over proposal with the Board. The Board discussed the proposal. The Board  
269 agreed to everything except for no small printer, to take off one sneeze guard, and to go with a  
270 laptop and not a desktop for the front office. Supervisor Lamp would like to see a chair  
271 purchased for under \$200.00. Mr. Reidt agreed.

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273 **I. Discussion on Fountain Lights for Water Table #2**

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275 Mr. Reidt went over the proposal with the Board. The Board would like for Mr. Reidt to get  
276 another proposal and take pictures of the light fixture when the vendor pulls it out of water.

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278 **J. Update on Commercial Property CDD O&M Assessment Refund**

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280 Mrs. Nussel updated the Board on the parcel that would probably be due a refund of \$46,000 for  
281 overpayment of assessments from the last two years. This issue originated from the property  
282 owner splitting one of their commercial lots into two separate parcels, which caused the  
283 assessment roll prepared by the Hillsborough County Property Appraiser to be different from  
284 previous years. This assessment roll is what the District uses to certify its assessments for  
285 collection on the November tax bill. As a result, the CDD inadvertently collected double the  
286 normal operation and maintenance assessments from the Property Owner for the past 2 years.  
287 Mrs. Nussel will update the Board this week when all the numbers are finalized. Mrs. Nussel  
288 stated that District Counsel and District Engineer have reviewed everything and surveyed the  
289 property to make sure everything is correct.

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292 **10. CONSENT AGENDA**

293 **A. Consideration of Minutes of the Board of Supervisors Meeting February 24, 2020**

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295 The Board reviewed the February 24, 2020 minutes.

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297 **MOTION TO:** Approve the February 24, 2020 minutes.  
298 **MADE BY:** Supervisor Armaez  
299 **SECONDED BY:** Supervisor Ryan  
300 **DISCUSSION:** None further  
301 **RESULT:** Called to Vote: Motion PASSED  
302 4/0 – Motion passed unanimously

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304 **B. Consideration of Minutes of the Board of Supervisors Meeting July 20, 2020**

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306 The Board reviewed the July 20, 2020 minutes.

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MOTION TO:	Approve the July 20, 2020 minutes.
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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**C. Consideration of Operations and Maintenance Expenditures July 2020**

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The Board reviewed the O&Ms and asked about the Republic Service invoice; they would like to monitor the trash to see if they could go down to one day a week instead of two. The Board also asked about a quarterly expense, the AmeriGas invoice, and the Site Master invoice and if it will be a yearly cost.

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MOTION TO:	Approve the July 2020 O&Ms.
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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**D. Review of Financial Statements Month Ending July 31, 2020**

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The financials were reviewed and accepted. Mrs. Nussel stated that as of July 31, 2020, the District total income was \$1,651,764.90, which is 7.64% over the annual budget. The HOA contributions so far were \$71,163.81. The clubhouse rentals are down due to COVID-19. The total expenditures were \$1,167,785.42. The District has 23.90% left of their budget. The capital reserve has \$89,889.30 left in their budget line item. Mrs. Nussel stated that as of August 21, 2020, the District had \$751,934.54 in their operating account. The District needs to make sure they have enough funds to last until the end of November. The District gets some 2021 year assessments in the middle of November and a big payment in December. The District averages about \$85,000 a month in spending right now, so the District would need \$340,000 for the four months. That would leave the district about \$411,934.54 left over, minus the \$46,000 or whatever will be taken out for the over-payment.

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Mrs. Nussel mentioned that the District counsel, water utility service, irrigation repairs, staffing, security patrol, and capital improvement line items are over. Mrs. Nussel stated that staffing is over due to COVID-19 extra staffing, and the security patrol is over due to the increase in hourly rate. The capital improvement line item is also over, but the HOA has funded a lot of these projects, which reflects in the income. The County property tax check still has not cleared. Meritus verified that the County has received the check. Mr. Reidt asked the board if they would



350 like to reduce the patrols to two days a week instead of three days. The Board wanted to leave it  
351 at three days.

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354 **11. SUPERVISOR REQUESTS**

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356 Supervisor Ryan thanked the HOA for all they have done.

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358 Supervisor Arnaez wanted to follow up with Mr. Reidt on One Blood. Mr. Reidt called, but there  
359 was no answer and no call back.

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362 **12. AUDIENCE COMMENTS**

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364 Audience members commented about looking at Welch, the company the HOA uses for IT  
365 services, and about making the facility a no smoking facility. A resident asked when the CDD  
366 and HOA will be looking at long-term plans; Mrs. Nussel said at the next meeting. A resident  
367 said that there should not be a smoking area during the COVID-19 pandemic.

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370 **13. ADJOURNMENT**

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

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

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382 \*These minutes were done in summary format.

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

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388 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly  
389 noticed meeting held on 9/21/2020.

390 Gene Roberts

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392 Signature

393 Gene Roberts

394 Printed Name

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397 Title:

398  Secretary

399  Assistant Secretary

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Edward W. Lamp, II

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392 Signature

393 Edward W. Lamp, II

394 Printed Name

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397 Title:

398  Chairman

399  Vice Chairman

**Recorded by Records Administrator**

[Signature]  
Signature  
9/28/2020  
Date

