

RIVERCREST COMMUNITY DEVELOPMENT DISTRICT

October 19, 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, October 19, 2020 at 6:30 p.m. at the Rivercrest Clubhouse located at 11560 Ramble Creek Dr., Riverview, FL 33569.

1. CALL TO ORDER/ROLL CALL

Lisa Fernandez called the Regular Meeting of the Board of Supervisors of the Rivercrest Community Development District to order on Monday, October 19, 2020 at 6:30 p.m.

Board Members Present and Constituting a Quorum:

- Lisa Fernandez Chair
Ed Lamp Vice Chair
Elaine Sellent Supervisor
Michael Ryan Supervisor
Catherine Arnaez Supervisor

Staff Members Present:

- Gene Roberts District Manager, Meritus
Vivek Babbar District Counsel, Straley Robin Vericker

There were approximately 14 resident audience members in attendance.

2. AUDIENCE QUESTION AND COMMENTS ON AGENDA ITEMS

A representative from the Villas HOA asked the Board if they can have a gathering at the Cabana on Saturday, December 12, 2020 from 5:00 p.m. to 8:30 p.m. The Board discussed the social distancing guidelines. District Counsel went over the Stage 3 guidelines for COVID-19.

MOTION TO: Approve the event as presented subject to agreement between the CDD and Villas HOA.
MADE BY: Supervisor Lamp
SECONDED BY: Supervisor Sellent
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
5/0 – Motion passed unanimously.

The HOA said they would like to use the side gate for the fall festival and for the basketball nets to be put up before the festival. Residents also commented about the dead pine tree in the circle on Captiva and the opening of the hot tubs. Supervisor Fernandez asked for Counsel to review and give a recommendation.

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3. STAFF REPORTS

A. Vivek Babbar – District Counsel

i. Discussion on 11102 Stone Branch Dr. Encroachment

The attorney representing the homeowners asked for the Board to present an easement for the landscape that is on District’s property. After discussion, the Board denied the request and asked that the landscaping be removed.

B. Tonja Stewart – District Engineer

Mr. Babbar stated he spoke with the Engineer earlier in the day, and she has set up a meeting with the Villas President next week to discuss the drainage issue and will prepare a report for the Board.

4. NEW BUSINESS

A. Consideration of Resolution 2021-01; Amending the Amenity Rules

Mr. Babbar went over the resolution and the changes that he added with the goal of tightening the policy. He recommended calling it “Policy” instead of “Rules.” Supervisor Lamp asked that it be tabled until next month to allow the Board time to review.

B. Discussion on Operations Manager’s Job Description

The Board discussed the open Operations Manager position. Supervisor Sellent would like to hire a part-time manager with Meritus taking on a more active role. Supervisor Lamp stated the prospective manager should be experienced in organizing and promoting events. The Board asked for staff to present job descriptions from other communities so they can review. The Board said they would like for Antonio Merced to act as Interim Manager.

C. Review of Resumes for Operations Manager

The Board put this item on hold for now.

D. Discussion on Staff Increases

The Board tabled this item until December.

5. CONSENT AGENDA

A. Consideration of Board of Supervisors Regular Meeting Minutes September 21, 2020

The Board reviewed the meeting minutes.

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MOTION TO: Approve the September 21, 2020 meeting minutes.
MADE BY: Supervisor Sellent
SECONDED BY: Supervisor Arnaez
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
5/0 – Motion passed unanimously

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B. Consideration of Operations and Maintenance Expenditures September 2020

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The Board reviewed the O&M sans asked about the HCSO invoice being past due and why the cost of the legal advertisement is so high.

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MOTION TO: Approve the September 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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C. Review of Financial Statement Month Ending September 30, 2020

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The Board reviewed and accepted the financials. Supervisor Lamp asked if staff can send the Board a brief summary of the financials prior to the meeting.

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6. SUPERVISOR REQUESTS

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Supervisor ES asked for staff to make sure there is no campaigning for the election closer than 750 ft. The Board also asked for staff to hire an off-duty patrol for the day of the elections.

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Supervisor Fernandez asked for staff to check the office voicemail a few times a day and for Mr. Roberts to meet with staff to notify them of Mr. Merced being named Interim Manager.

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Supervisor Lamp stated that the viburnum hedge needs to be trimmed lower and leveled.

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7. AUDIENCE QUESTIONS AND COMMENTS ON OTHER ITEMS

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Audience members commented about cutting back the shrubs next to the benches in Village Pocket Park, fire ants in the Lakewood Pocket Park, weeds in the Villas pond, and the contract specifications regarding weekly edging of sidewalks.

137 **8. ADJOURNMENT**

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| MOTION TO: | Adjourn. |
| MADE BY: | Supervisor Sellent |
| SECONDED BY: | Supervisor Fernandez |
| DISCUSSION: | None further |
| RESULT: | Called to Vote: Motion PASSED |
| | 5/0 – Motion passed unanimously |

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

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

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

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153 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly
154 noticed meeting held on 11/19/2020.

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Gene Roberts

Edward W. Lamp, II

157 Signature

Signature

158 Gene Roberts

Edward W. Lamp, II

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Printed Name

Printed Name

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Title:

Title:

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Secretary

Chairman

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Assistant Secretary

Vice Chairman

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Recorded by Records Administrator

[Signature]
Signature

11/30/2020
Date

