

**RIVERCREST COMMUNITY DEVELOPMENT DISTRICT**

---

**January 25, 2021 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, January 25, 2021 at 6:30 p.m.** at the Rivercrest Clubhouse located at 11560 Ramble Creek Dr., Riverview, FL 33569.

**1. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**2. CALL TO ORDER/ROLL CALL**

Brian Lamb called the Regular Meeting of the Board of Supervisors of the Rivercrest Community Development District to order on **Monday, January 25, 2021 at 6:30 p.m.**

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

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

**Staff Members Present:**

Brian Lamb	District Manager, Meritus
Tony Merced	Interim Operations Manager

There were some audience members in attendance.

Mr. Lamb introduced himself and said he was filling in for Mr. Roberts. He then briefly went over the agenda and meeting procedure for the residents.

**3. AUDIENCE QUESTION AND COMMENTS ON AGENDA ITEMS**

There were audience comments on wanting more communication about meetings and important agenda items beyond just the CDD website.

**4. STAFF REPORTS**

- A. District Counsel – Vivek Babbar**
- B. District Engineer – Tonja Stewart**

There was nothing to report from Counsel or the Engineer at this time.

49  
50  
51  
52  
53  
54  
55  
56  
57  
58  
59  
60  
61  
62  
63  
64  
65  
66  
67  
68  
69  
70  
71  
72  
73  
74  
75  
76  
77  
78  
79  
80  
81  
82  
83  
84  
85  
86  
87  
88  
89  
90  
91

**C. Interim Operations Manager**

Mr. Merced provided an update on the light repairs on Crestside and the courts. The dog stations and garbage cans have been emptied. Quotes on fixing the pool cracks are coming soon. There are a number of lounge chairs and umbrellas that need to be repaired; the quote to fix them all is about \$5,000. There was a fountain leak that was repaired at the beginning of last year, and it is broken again and needs to be re-repaired. The Board discussed the quote for the lounge chairs.

MOTION TO:	Approve the lounge chairs.
MADE BY:	Supervisor Arnaez
SECONDED BY:	Supervisor Ryan
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 – Motion passed unanimously

**5. NEW BUSINESS**

**A. Consideration of Resolution 2021-01; Adopting Recreational Facilities Policies**

Supervisor Sellent asked about the suspension policy on page 7. She wanted to make sure it specifies what could happen if someone does not have a card. The Board said they would like for Counsel to be present at the meeting for the discussion on the policies, so they tabled this item until the next meeting and asked to have Counsel attend.

**B. Discussion on Staff Increases**

The Board discussed staff increases.

MOTION TO:	Increase staff pay by \$1.00 an hour, with the amendment to start the increase in the next pay period.
MADE BY:	Supervisor Arnaez
SECONDED BY:	Supervisor Sellent
DISCUSSION:	The Board discussed maybe doing an additional increase after evaluations. Supervisor Fernandez suggested amending the motion to say it will start in the next pay period; Supervisor Arnaez agreed.
RESULT:	Called to Vote: Motion PASSED 5/0 – Motion passed unanimously

92 **C. Discussion on New Operations Manager**

93

94 *Mr. Merced briefly stepped out of the meeting.*

95

96 The Board discussed Mr. Merced’s work and were very happy with the job he has been doing as  
97 Interim Manager. Supervisor Sellent mentioned that Mr. Roberts said there have not been any  
98 resident complaints since Mr. Merced took over. Supervisor Ryan stated that he thinks the job  
99 should be full-time. The Board discussed the position and hours. Mr. Lamb said they could set a  
100 realistic range with a max amount set for 32 hours vs. 40 hours. The Board discussed salary  
101 range, number of hours, job title, and responsibilities.  
102

103

MOTION TO: Offer Mr. Merced a full-time position at \$40,000 a year and a 90-day probationary period.

104

105

MADE BY: Supervisor Lamp

106

SECONDED BY: Supervisor Fernandez

107

DISCUSSION: None further

108

RESULT: Called to Vote: Motion PASSED

109

5/0 – Motion passed unanimously

110

111 *Mr. Merced returned to the meeting.*

112

113 Supervisor Lamp and Mr. Lamb went over that the Board would like for Mr. Merced to work  
114 full-time at \$40,000 a year. Mr. Merced accepted the offer.

115

116 **D. Discussion on Pool Vendor**

117

118 Supervisor Lamp went over some of the issues with the pool vendor and stated that he would like  
119 to get a new pool servicer. He would also like for the pool company to come once a week and  
120 have staff to do most of the pool upkeep with the chemicals. The Board discussed. Supervisor  
121 Ryan said there is a course that staff can take on pool chemistry.  
122

123

MOTION TO: Go out for bid for a new pool vendor and get quotes for training for staff.

124

125

MADE BY: Supervisor Lamp

126

SECONDED BY: Supervisor Sellent

127

DISCUSSION: None further

128

RESULT: Called to Vote: Motion PASSED

129

5/0 – Motion passed unanimously

130

131

132

133 **6. CONSENT AGENDA**

134 **A. Consideration of Board of Supervisors Regular Meeting Minutes Nov. 19, 2020**

135  
136 The Board reviewed the meeting minutes.  
137

138	MOTION TO:	Approve the November 19, 2020 meeting minutes.
139	MADE BY:	Supervisor Arnaez
140	SECONDED BY:	Supervisor Sellent
141	DISCUSSION:	None further
142	RESULT:	Called to Vote: Motion PASSED
143		5/0 – Motion passed unanimously

144  
145 **B. Consideration of Operations and Maintenance Expenditures November 2020**

146 **C. Consideration of Operations and Maintenance Expenditures December 2020**

147  
148 The Board reviewed the O&Ms. Supervisor Arnaez asked about the US Bank fees on page 59;  
149 Mr. Lamb said they are the trustee fees for the bond account associated with the bond revenue.  
150 Supervisor Arnaez asked about the MHD invoice on page 68; it was from the lightning strike  
151 over the summer. Supervisor Lamp asked if the lightning strike would be covered by insurance;  
152 Mr. Merced will coordinate with Mr. Roberts to contact the insurance company and ask.  
153 Supervisor Sellent asked about the fountain invoices; Mr. Merced went over the issues with the  
154 power and the fountains. Supervisor Sellent asked about page the HSCO payments, if the HOA  
155 was paying part of the parking lot invoice, the shade structure, and being fined for watering from  
156 the County. The Board discussed the watering; Mr. Lamb will coordinate with Mr. Roberts to  
157 look into it with the landscapers. Supervisor Lamp asked about the invoice on page 67 and said  
158 he thought the HOA was going to help pay for it.  
159

160	MOTION TO:	Approve the November 2020 and December 2020
161		O&Ms.
162	MADE BY:	Supervisor Sellent
163	SECONDED BY:	Supervisor Ryan
164	DISCUSSION:	None further
165	RESULT:	Called to Vote: Motion PASSED
166		5/0 – Motion passed unanimously

167  
168 **D. Review of Financial Statement Month Ending December 31, 2020**

169  
170 The Board reviewed and accepted the financials. Supervisor Lamp asked about the payroll  
171 services on page 119 and the field manager line being zero. Supervisor Lamp also mentioned the  
172 Hillsborough County check.  
173  
174  
175

**176 7. MANAGEMENT REPORTS****177 A. District Manager's Report****178 B. Greenview Landscaping Report**

179

180 The Board reviewed the management reports. Mr. Lamb briefly went over the process for  
181 training for Mr. Merced.

182

183

**184 8. SUPERVISOR REQUESTS**

185

186 There were no additional supervisor requests.

187

188

**189 9. AUDIENCE QUESTIONS AND COMMENTS ON OTHER ITEMS**

190

191 HOA President Joe McGee said that they are working on having the fall festival on November 6,  
192 2021. They are looking at having portable restrooms, and there will be a five-person leadership  
193 team on site to make sure everything runs smoothly. Mr. McGee said he did not see a sign  
194 outside for the meeting and the HOA would like for communication from the CDD to the HOA  
195 to not go through the HOA admin. Mr. McGee also asked if the District got any resumes for the  
196 Operations Manager. Mr. Lamb went over that there is not a legal requirement for CDD to post  
197 signs in the community; the requirement is to have an annual meeting schedule in the newspaper  
198 and have the dates posted on the website.

199

200 A resident said he had previously asked about getting a tennis backboard put on the one of the  
201 tennis courts. He and Mr. Reidt had looking into costs, but things had been put on hold. The  
202 resident said he would like to request it again. The resident quote he had gotten was from the  
203 company that put in the courts, but the resident and Mr. Merced found a backboard online that is  
204 less expensive and would need to be installed by staff. The Board discussed and asked some  
205 questions. Mr. Lamb said there are a lot of considerations and recommended looking at it with  
206 more information as far as wind standards, maintenance, operational costs, budgeting, etc. at a  
207 future meeting.

208

209 There was a resident question about lightning surge protectors at the amenity center. Supervisor  
210 Lamp said there are surge protectors on all of the panels and that Mr. Reidt had suggested  
211 looking at lightning rods.

212

213 A resident asked about non-residents using the lakes. She also mentioned calling into the District  
214 management and getting referred to Mr. Merced onsite, and she asked about the responsibilities  
215 of the HCSO patrol officers.

216

217 Mr. McGee answered the questions the Board had about the HOA helping to pay for certain  
218 items.

219

220 A resident commented on an issue with the ponds. He also commented on people from other  
221 neighborhoods fishing in District ponds and signs for no fishing and no trespassing.

222

223

224 **10. ADJOURNMENT**

225

226

MOTION TO: Adjourn.

227

MADE BY: Supervisor Lamp

228

SECONDED BY: Supervisor Sellent

229

DISCUSSION: None further

230

RESULT: Called to Vote: Motion PASSED

231

5/0 – Motion passed unanimously

232

233

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

235

236 \*These minutes were done in summary format.

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

240

241 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly  
242 noticed meeting held on 2/22/2021.

243 Gene Roberts

244 \_\_\_\_\_  
245 Signature

246 Gene Roberts  
247 \_\_\_\_\_

248 Printed Name

249

250 Title:

251  Secretary  
252  Assistant Secretary

253

254

255

256

257

258

259

260

261

Edward W. Lamp, II

\_\_\_\_\_  
Signature

Edward W. Lamp, II  
\_\_\_\_\_  
Printed Name

Printed Name

Title:

Chairman  
 Vice Chairman

**Recorded by Records Administrator**

[Signature]

Signature

2/26/2021

Date

