

RIVERCREST COMMUNITY DEVELOPMENT DISTRICT

January 10, 2008 Minutes of Meeting

Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors for Rivercrest Community Development District was held on **Thursday, January 10, 2008 at 6:00 p.m.** at the Rivercrest Clubhouse, located at 11560 Ramble Creek Drive, Riverview, Florida 33569.

1. CALL TO ORDER/ROLL CALL

Mr. Altman called the Regular Meeting of the Board of Supervisors of the Rivercrest Community Development District to order on Thursday, January 10, 2008 at 6:00 p.m.

Board Members Present and Constituting a Quorum:

Lisa Fernandez	Vice Chairman
Robert Madill	Supervisor
Linda Doherty	Supervisor
Lisa Dunn	Supervisor

Staff Members Present:

Peter Altman	District Manager, District Management Services, LLC
Rolando Santiago	District Counsel, RJS Law Group
Rick Reidt	Field Manager
Tonja Stewart	District Engineer, WilsonMiller, Inc. (<i>joined meeting in progress via speakerphone</i>)

Audience Members Present:

Various Residents

2. BUSINESS ADMINISTRATION

A. Consideration of the Minutes of the Board of Supervisors Meeting held on December 6, 2007 (prepared by Severn Trent- Tab 1)

The following revisions were noted by the Board:

Page 5- Fifth Order of Business	It was Ms. Dunn that asked Mr. Altman about the website contract, not Ms. Doherty.
Page 1- Roll Call:	At the time of that meeting Lisa Dunn was Secretary; Linda Doherty was Assistant Secretary.
Page 8- 5 th Bullet:	Commercial Pools installed the float, not Luke Brothers.
Page 9- Last Arrow:	The Board requested Wrought Iron fence, not sample pictures.
Page 14- 4 th Bullet:	It was Mr. Reidt the signed off on hours for Mr. Moran, not Mr. Madill.
Page 15- 1 st Bullet:	Ms. Calloway will attend the Westchase CDD meeting as a resident, not representing the District. The Board would like that sentencing stricken from the record. Also, Mr. Santiago "advised" not "warned" Mr. Madill.
Page 10- 1 st Bullet:	The Board also directed staff to place caution tape and secure the area.
Page 10- 5th Bullet:	Correct sentence to: "Ms. Bryant "indicated" this was done in error."
Page 15- Last Line:	Correct sentence to: "Mr. Reidt explained the Staff will be looking into "all" options for on-staff security."

MOTION TO:	Approve the Minutes of the Board of Supervisors Meeting held on December 6, 2007, as corrected.
MADE BY:	Supervisor Fernandez
SECONDED BY:	Supervisor Dunn
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 4/0 - Motion passed unanimously

3. BUSINESS ITEMS

A. Transition Updates

Mr. Altman gave a brief update on the status of the management transition. A PowerPoint presentation was circulated to the Board. He noted that there are a number of items being presented to the Board today for consideration and requisition.

1. Policy and Procedure Work Session
2. Daily Disbursement and Agreement Procedure (Tab 2)

Mr. Altman stated that a memorandum is included describing the current policy, as well as the need for this policy. It is recommended that Resolution 2004-11 be replaced with Resolution 2008-10 further detailing the disbursement levels and authorization for on-going maintenance and repairs.

It is recommended that the District Manager have the approval to disburse payment for continuing expenses and certain non-continuing agreement and/or expenses as defined by the parameters of the resolution. Essential, non-continuing items under \$500 would only require the approval of the Field Manager; items greater than \$500 but less than \$5,000, related to the health, safety and welfare of the residents within the District and or such repair, control or maintenance of a District facility or asset required to protect the facility or assets, would require the approval of the District Manager; and items over \$5,000 must also be approved by the Chairman. All items would be presented at the next regularly scheduled meeting for the Board's ratification. The circulated resolution will be modified to remove the reference to the Filed Manager in items 2 and 3 of non-continuing expenses.

- a. Consideration of Resolution 2008-10, Adopting Disbursement Policy (Tab 3)

MOTION TO:	Approve Resolution 2008-10, Adopting Disbursement Policy, as discussed.
MADE BY:	Supervisor Madill
SECONDED BY:	Supervisor Fernandez
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 4/0 - Motion passed unanimously

3. Old Business

- a. Proposed Rules and Fee Changes

Mr. Altman noted that, in order for revisions to be made to the District's Rules or Rates, a public hearing is required. It is recommended that the Board set the public hearing on these items for the March meeting.

MOTION TO:	Schedule the Public Hearing on Rule and Rate Revision for March 6, 2008, in conjunction with the regularly scheduled Board meeting.
MADE BY:	Supervisor Fernandez
SECONDED BY:	Supervisor Dunn
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 4/0 - Motion passed unanimously

B. Delinquent Taxes (Tab 5)

Mr. Altman briefly reviewed the documentation of delinquent 2004, 2005, and 2006 taxes, as well as the current taxes. The total is \$11,232.61.

MOTION TO:	Approve payment to the Hillsborough County Tax Collector for \$11,232.61.
MADE BY:	Supervisor Madill
SECONDED BY:	Supervisor Dunn
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 4/0 - Motion passed unanimously

C. Boundary Expansion/Contraction Update (Tab 6)

Mr. Santiago gave a brief update on the status of the boundary expansion/contraction. There was a request to amend the petition to allow the splitting of properties out of the District. The application process to do this is \$15,000 to petition. Staff does not recommend the District taking on this process due to the costs associated.

Mr. Altman noted that this item needs to be resolved prior to the upcoming budgeting season as it relates to the ability to assess the lands affected. Discussion is continuing with the Developer and the landowners requesting a contribution toward the costs of the boundary expansion. However, Staff is moving forward in trying to obtain the necessary consents.

D. Pool Timer (Tab 7)

This item was tabled until the next meeting.

E. Pool Playground Fence (Tab 8)

The Board discussed the type of fencing desired. They chose a white, six-foot, 3/4 inch galvanized fence from S.L. Stewart, not-to-exceed \$33,000. This item is available in black, but Mr. Reidt will check to see if it is also available in white, which is the Board's preference.

MOTION TO:	Approve the purchase and installation of playground fencing from S.L. Stewart, not-to-exceed \$33,000, subject to final review and approval by the District Engineer for payment from the bond proceeds.
MADE BY:	Supervisor Fernandez
SECONDED BY:	Supervisor Doherty
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 4/0 - Motion passed unanimously

F. Surveillance System (Tab 9)

Mr. Altman noted that four quotes were received relative to the surveillance system. It is recommended that the Board award the contract to Amsafe as the lowest bidder.

MOTION TO:	Approve the purchase and installation of surveillance equipment from Amsafe Domestic Security (\$13,429.99), with the monitoring (\$29.95 monthly).
MADE BY:	Supervisor Madill
SECONDED BY:	Supervisor Fernandez
DISCUSSION:	Brief discussion ensued regarding the cancellation fee.
RESULT:	Called to Vote: motion PASSED 4/0 - Motion passed unanimously

G. Trash Receptacles (Tab 10)

This item was tabled until the next meeting.

H. Shade Structure (Tab 11)

Mr. Altman presented the three options for replacing of the existing shade structures: (1) remove both structures with no replacement; (2) remove both structures and replace one; and (3) remove both structures and replace both. The Board discussed the importance of a shade structure during the summer months. It is intended that this project also be funded from bond proceeds. *(The Board took a brief recess.)* The Board asked the residents in attendance for their preference.

(Ms. Stewart, District Engineer joined the meeting in progress via speakerphone at approximately 7:45 p.m.)
Mr. Altman gave Ms. Stewart a synopsis of the item being discussed. Ms. Stewart stated that it is important that any invoices include verbiage that the project is an enhancement or improvement. She confirmed that these items would qualify under these terms. *(Ms. Stewart left the meeting.)*

The Board directed Staff to expedite the removal of the existing shade structures.

MOTION TO:	Approved purchase and installation of a new one shade structure (cantilever design portrayed in Exhibit D) near the pool (Option #2) not –to-exceed the lesser of remaining bond funds or \$15,000.
MADE BY:	Supervisor Fernandez
SECONDED BY:	Supervisor Dunn
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 4/0 - Motion passed unanimously

I. Update on RFP for Landscaping Service (Tab 12)

Mr. Altman stated that the RFP has resulted in the response of 13 landscape firms. The pond maintenance has been included in the scope of services. This item will be brought back at the next meeting. An issue that was left out of the bid specification relates to the rotation of annual plantings. Trash collection is also included within the parameters of the bid.

MOTION TO:	Ratify the termination of the Landscape Maintenance contract with Luke Brothers, however, approving the extension of the contract termination date for an additional 30 days (through February 29, 2008).
MADE BY:	Supervisor Madill
SECONDED BY:	Supervisor Dunn
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 4/0 - Motion passed unanimously

J. General Matters of the District

No additional matters were presented.

4. STAFF REPORTS

A. District Counsel

1. Employee Settlement Agreement (Tab 13)

MOTION TO:	Ratify the Settlement Agreement with Mr. David Bryant related to the repayment of hours.
MADE BY:	Supervisor Doherty
SECONDED BY:	Supervisor Dunn
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 4/0 - Motion passed unanimously

B. District Engineer

No report.

C. District Manager
No report.

D. Field Manager
1. Manager's Report (Tab 14)
No further report.

Chairman Leventry joined the meeting

5. SUPERVISORS REQUESTS AND AUDIENCE COMMENTS

Mr. Altman asked if there were any Supervisor requests. There were none. The Board heard general audience comments primarily relating to the condition of the landscaping, berms and aesthetic appearance of the community; however, no specific actions were taken.

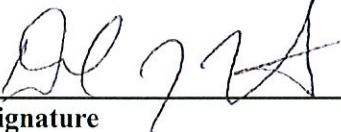
6. ADJOURNMENT

The regular meeting of the Rivercrest Community Development District was adjourned at approximately 8:25 p.m.

**These minutes were done in summary format.*

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

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on February 7, 2008.



Signature

Daniel J. Leventry

Printed Name

Title:
 Chairman
 Vice Chairman



Signature

PETER A. ALTMAN

Printed Name

Title:
 Secretary
 Assistant Secretary

Recorded by Records Administrator



Signature

3/13/08

Date

