MINUTES OF MEETING

CROSS CREEK COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS' MEETING
Thursday February 27, 2025, at 10:01 a.m.
4000 Creekside Park Dr.
Parrish, FL, 34219

Board Members Present were:

Lianna Litwin	Chairperson
Bruce Stolarz	Vice Chairperson
John Free	Assistant Secretary – Via Phone @ 10:15 a.m.
Mike DiPhilippo	Assistant Secretary

Also present were:

Venessa Ripoll	District Manager - PFM
Gazmin Kerr	Assistant District Manager – PFM – Via phone
Rachel Proctor	Accountant – PFM – Via phone
Andy Cohen	District Counsel - Persson Cohen & Mooney, P.A. – Via Phone
Chris Berry	LMP
Various Residents	

FIRST ORDER OF BUSINESS **Organizational Matters**

Call to Order and Roll Call

Ms. Ripoll called the meeting to order at 10:01 a.m. and confirmed quorum.

Public Comment Period

A resident asked if there were any updates regarding the pedestrian walkway.

Ms. Litwin noted she is still in communication with the County. She stated she is receiving two different responses regarding the reason for delay. She noted an email was sent to Jeff from the traffic department and is currently awaiting his response.

Ms. Ripoll noted District Staff has complied every email and met every requirement that was asked by the traffic department.

A resident presented a list of meters numbers and where they can be located for the Board to look over. The resident also noted Lowe's would not be able to help supply any materials for the countertops and was referred to another store, Cosentino, which supplies remnants that could be used for materials.

Discussion ensued regarding materials for new countertops. The Board came to an agreement to utilize metal. A resident agreed to take measurements and inquire about the pricing for materials.

Discussion ensued regarding the meters and lights. This discussion was tabled to be addressed as a separate agenda item.

A resident asked about an update on the irrigation in his area.

Ms. Litwin noted she received an email that the irrigation in that area has been diverted back to 1A. She asked the resident to make sure his system is working properly because she also received a message from another resident about having irrigation issues again in that same area.

The residents gave a huge thank you to Mr. John Huffman, who assisted in tearing out the fire grill and disconnecting the propane gas tank, along with other services that played a major role in assisting the community.

A resident asked about an update to the request he submitted over three years ago to add plants to his property. He also asked about an update for the fencing around the dumpster.

Mr. DiPhilippo stated there has been difficulty in contracting a company to fix the fencing around the dumpster. He contacted two companies and one of them will be coming to check out the fencing.

Further discussion ensued regarding dumpster policies in Manatee County and how to prevent excess dumping of garbage by residents and non-residents in the community.

Mr. Berry stated he will meet with the resident requesting plants on his property and provide quotes.

Discussion ensued regarding designated vendor parking. The Board agreed to circle back after the meeting to accommodate for parking arrangements that will work for the vendors and the residents.

<u>SECOND ORDER OF BUSINESS</u> **<u>Business Matters</u>**

Consideration of the Minutes of the January 21, 2025, Board of Supervisors' Meeting

The Board reviewed the minutes of the January 21, 2025, Board of Supervisors' Meeting.

Ms. Ripoll stated the changes provided by Mr. Stolarz have been notated.

Mr. Cohen provided additional changes.

On MOTION by Ms. Litwin, seconded by Mr. DiPhilippo, with all in favor, the Board accepted the minutes of the January 21, 2025, Board of Supervisors' meeting with edits from Mr. Cohen and Mr. Stolarz.

Ms. Ripoll noted that John Free joined the meeting during the Public Comment Period. She asked for a motion to allow Mr. Free to vote via Webex.

On MOTION by Mr. DiPhilippo, seconded by Mr. Stolarz, with all in favor, the Board approved Mr. Free to vote via Webex.

Review and Consideration of District Engineer RFQ
a) Alliant

Mr. Cohen reviewed the timeline of the District Engineer RFQ, noting that one submittal was received. He presented the Board with the option to proceed with this submittal or send the RFP back out.

Mr. Free asked if there was any feedback given by the other engineers.

Ms. Ripoll stated there was no feedback. She noted along with putting the RFP in the newspaper, she also emailed the RFQs to every engineer individually and did not receive any additional responses.

Mr. Free asked if there were any fees disclosed.

Mr. Cohen explained how statutory process does not allow the District to request fee submittal in the RFQ package. He stated this would be something Alliant would provide if the Board decided to proceed. He explained the process of how the contract would be prepared.

Mr. Free asked if there would be any difficulty terminating the contract, if needed.

Mr. Cohen stated there would be a termination provision included in the contract in the event the District is not happy with the work being provided.

On MOTION by Ms. Stolarz, seconded by Mr. DiPhilippo, with all in favor, the proposal from Alliant was accepted and the Chair was authorized to execute a contract for engineering services, subject to staff approval.

Discussion of Mailboxes

Ms. Litwin clarified while mailboxes are the responsibility of the homeowner, the CDD is responsible for all the parcel boxes and mail banks.

Ms. Ripoll stated the original installers requested pictures and serial numbers of the mail banks so they can provide quotes to get them fixed.

Discussion ensued regarding the current conditions of the parcel boxes and mail banks.

Ms. Ripoll stated she will get in contact with the original installers to figure out what the best course of action would be to get the parcel boxes and mail banks fixed and will keep the Board updated.

Update on Envera Proposal

Mr. Cohen reviewed the contract details of the proposal and found that Envera is proposing a transaction that would tie the District in for three years. He noted while the contract does allow for termination during that time, the District would have to pay a significant amount of money for the equipment. He stated he has been speaking with the Chair, noting that the District is currently doing month-to-month business with Envera and believes the Board should not enter in a long-term transaction with them.

Ms. Litwin noted that the District will not be signing any contract with Envera based on the service they have been providing and the ongoing issues that still have not been addressed by them.

Discussion ensued regarding the current relationship with Envera and if the equipment being used is owned by Envera or the District. The Board agreed to review the original contract to determine ownership of the equipment.

Ms. Litwin noted Envera is responsible for the key fobs. She stated there was a resident who works for a security company and asked if they could do a proposal to switch over from key fobs to a cell phone app to scan in for entry. She stated this would drastically cut down on giving out key fobs as well as reduce the chances of residents losing or breaking them. She noted one of the biggest challenges is having no way to keep track all the key fobs and believes that using a cell phone would be the ideal way to go.

The Board agreed this transition would help cut down on costs and make it easier to manage.

Ms. Litwin suggested the District continue to work with Envera on a month-to-month basis while searching for another company to work with for the future.

Discussion of PRECO Meters/Lights

Mr. Stolarz reviewed a few of the companies he researched for streetlights, including SEPCO Lighting and ECHO Smart. He noted one of the residents, Ms. Klein, provided a detailed outline that included several lighting companies to research.

Ms. Klein stated some of the companies she listed provide the lighting but do not provide installation services. She noted SEPCO Lighting to be one of the companies that does not provide installation.

Ms. Litwin suggested looking for a company that would provide both lighting and installation. She also suggested trying to get the meters put into the Districts name so they could be turned on to determine which lights are working.

Ms. Klein noted that nothing can be done until the District speaks to a representative from PRECO to provide the meter numbers to get them turned back on.

Ms. Ripoll stated the PRECO account is under a different entity name, and PRECO would not talk to anyone from the District because they are not on the account.

Mr. Stolarz suggested to get in contact with Peace River to submit a new application and give them a contact list to be able to obtain a new account number.

Ms. Klein suggested the District get in contact with the PRECO representative she included in her outline.

There was a discussion about whether the District should continue with the plan to fix the streetlights or go the solar panel route.

The Board agreed to table this discussion for the next meeting where they can get the engineering firm involved and create a more concrete plan.

Ratification of Payment Authorization Nos. 283 – 285

Ms. Ripoll stated these are contractual and they have been reviewed and signed off on by the Chairperson and the accountant.

Mr. Litwin asked about an update regarding the EIN number that was taken by another District.

Ms. Ripoll noted the other District will be changing their name so Cross Creek will be able to get the EIN number back.

On MOTION by Ms. Litwin, seconded by Mr. DiPhilippo with all in favor, the Board ratified Payment Authorization Nos. 283 – 285.

Review of Districts Financials

Ms. Ripoll stated the District Financials are through January 2025.

The Board reviewed the financials. Discussion ensued regarding where to locate profits in the District Financials for January.

For timing reasons, members of the Board agreed to have a one-on-one with Ms. Proctor after the meeting to get a clear understanding of the budget and financials for January.

On MOTION by Mr. Stolarz, seconded by Mr. DiPhilippo with all in favor, the Board approved the District Financials.

THIRD ORDER OF BUSINESS **Other Business**

Staff Reports

District Counsel- No report.

District Engineer- Not present.

District Manager- Ms. Ripoll stated there will be no meeting in March and will send out a cancellation notice. The following meeting will be in April, which will be the start of the budgets.

FOURTH ORDER OF BUSINESS **Supervisor Requests and Audience Comments**

Mr. Stolarz asked for an update on the pool slide.

Ms. Litwin explained that she received pictures of the working slide a week prior to the meeting and said she will in contact with the vendor to let them know it is no longer working again.

Ms. Litwin gave an update on the meeting she had with an attorney regarding not receiving documentation for the sales of the properties with Medallion homes. She stated the attorney would like to set up a meeting with the Board to introduce himself and discuss what the next steps for the District would be. She mentioned setting up a special meeting to get this taken care of.

Mr. Cohen noted due to a conflict he wouldn't attend that meeting.

The Board decided to handle the matter of availability behind the scenes via e-mail.

FIFTH ORDER OF BUSINESS **Adjournment**

Ms. Ripoll requested a motion to adjourn the meeting.

On MOTION by Ms. Litwin, seconded by Mr. DiPhilippo, with all in favor, the Board adjourned the February 27, 2025, Board of Supervisors' Meeting for Cross Creek Community Development District at 11:28 A.M.

Vanessa Ripoll

Secretary/Assistant Secretary

Chairperson/ Vice Chairperson