MINUTES OF MEETING

CROSS CREEK COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS MEETING
Monday, June 23, 2020
11:00 A.M.
Via telephonic conferencing due to the COVID-19 Executive Order 20-114

Board Members Present via speaker phone:

Charlie Tokarz	Chairperson	(via phone)
Connor Chambers	Vice Chairperson	(via phone)
Kathy Beccia	Assistant Secretary	(via phone)
Chris Chavez	Assistant Secretary	(via phone)

Also present were:

Vivian Carvalho	District Manager- PFM Group Consulting, LLC	(via phone)
Venessa Ripoll	PFM Group Consulting, LLC	(via phone)
Jennifer Glasgow	PFM Group Consulting, LLC	(via phone)
Amy Champagne	PFM Group Consulting, LLC	(joined via phone @ 11:22 AM)
Kevin Plenzler	PFM Financial Advisors, LLC	(via phone)
Andy Cohen	District Counsel- Persson Cohen & Mooney, P.A.	(via phone)
GeoffreyJonsson	Medallion Home	(via phone)
Tabitha Callis	Medallion Home	(via phone)
Laurie Denenholtz	Access Management	(via phone)
Lianna Litwin	Homeowner- Cross Creek	(via phone)

FIRST ORDER OF BUSINESS — **Organizational Matters**

Call to Order and Roll Call

The Board of Supervisors Meeting was called to order at 11:03 a.m. and Ms. Carvalho proceeded with roll call. Board Members in attendance was Charlie Tokarz, Connor Chambers, Kathy Beccia, and Chris Chavez via phone.

Public Comment Period

Ms. Litwin had questions regarding some of the bills but will wait to the end of the meeting to address those concerns.

Discussion regarding Executive Order 20-114

Ms. Carvalho noted the Governor has extended the initial Executive Order 20-69 and Executive Order 20-114 to the end of June 2020 which allows the District to the ability to conduct today's meeting via speakerphone. At a future meeting in person all the items that are coming before the Board will be ratified.

SECOND ORDER OF BUSINESS **General Business Matters**

Consideration of the Minutes of the May 26, 2020 Board of Supervisors Meeting.

The Board reviewed the Minutes from the May 26, 2020 Board of Supervisors Meeting. Ms. Cohen provided edits notating a typo on page 4 under the discussion of his CPI letter.

> On MOTION by Mr. Tokarz, seconded by Mr. Chavez, with all in favor, the Board approved the Minutes of the May 26, 2020 Board of Supervisors Meeting, as amended.

Discussion & Consideration of Revised Proposed Budget for FY 2021

Ms. Carvalho discussed at the May meeting the Board approved this exact Budget but knew they had to return to discuss the Assessment Methodology. The Budget is increasing from the last noticed amount so after the meeting today if there are any changes associated with the Budget or the methodology, District staff will proceed with sending out mailed notice to all the residents as well as there will be a different type of advertisement that will need to be placed in the newspaper. Ms. Glasgow has been working with Mr. Tokarz on the Budget.

Ms. Glasgow stated there were no changes to the Budget but there were changes to the Assessment Schedule based on a Certificate of Occupancy (CO) vs. no Certificate of Occupancy) (non-CO) method. If a lot has a Certificate of Occupancy on it, it will receive a higher assessment than one without a Certificate of Occupancy. The CO lots will include both General and Admin and field expenses associated with the District and the non-CO lots will include only General and Admin expenses. The allocation shows proposed assessments with a CO for FY 2021 gross assessments at $1,623.21 and without a CO for FY 2021 gross assessments are estimated to be $184.82 both on a per unit assessment. The current assessments are based on the lot width and there is an increase to the assessments based on lot size. Ms. Glasgow provided examples.

Mr. Tokarz asked the Finance Committee of the HOA to weigh in and make sure the District got all the categories that were previously on the HOA Budget that should have been on the CDD Budget moved over to the CDD Budget. The Finance Committee for the HOA said they could not see any other items that should be moved across and they are prepared to complete the HOA Budget for calendar year 2021 without those items,. The previous Methodology was a weighted Methodology which comes from the way the A Bonds were initially weighted which was based on lot size. The same weighting was applied to the O&M Budget but the services are the same regardless of lot size. Now that weighting has been removed from the O&M Budget and every owner of a lot with a CO pays the same dollar amount because they have access to the same benefits of the CDD. Ms. Carvalho asked Mr. Cohen if he wanted the Board to consider approving the revised

Proposed Budget for FY 2021 or just move on to the resolution that outlines the methodology declaring the O&M Assessment. Mr. Cohen responded there is no need to take any action on the Budget again and requested to proceed with reviewing the Resolution 2020-04, declaring O&M revised special assessment.

Consideration of Resolution 2020-04, Declaring O&M Revised Special Assessment

Mr. Cohen explained Resolution 2020-04 declares the Proposed Revised Assessments and attaches the Proposed Assessment Methodology and authorizes the necessary steps by District staff in terms of advertising and mailed notice. This begins the process for the District to move forward with a Public Hearing on August 25, 2020 at 11:00 a.m. Mr. Cohen requested a motion to approve Resolution 2020-04, as presented.

> On MOTION by Mr. Chavez, seconded by Mr. Tokarz, with all in favor, the Board approved Resolution 2020-04, Declaring O&M Revised Special Assessment.

Mr. Cohen pointed out in paragraph 4 he left the number blank because he was not sure what was going to occur with the Budget.

Consideration of Resolution 2020-05, Scheduling a Public Hearing on O&M Revised Imposition of Special Assessment

Mr. Cohen explained Resolution 2020-05 sets the Public Hearing for August 25, 2020 at 11:00 a.m. which will align with the regular Board of Supervisors' Meeting and the regular Budget Public Hearing. Mr. Cohen requested a motion to approve Resolution 2020-05, as presented.

> On MOTION by Mr. Chavez, seconded by Mr. Torkarz, with all in favor, the Board approved Resolution 2020-05, Scheduling a Public Hearing on O&M Revised Imposition of Special Assessments on August 25, 2020 at 11:00AM.

Mr. Cohen noted he made a provision that the District can hold the meeting either in person or virtually per the Governor's Executive Order.

Ratification of Payment Authorizations 74 – 75

The Board reviewed Payment Authorizations 74-75. Ms. Carvalho noted these are contractual obligation that have been approved by the Chairperson and just need to be ratified by the Board.

On MOTION by Mr. Tokarz, seconded by Mr. Chavez, with all in favor, the Board ratified Payment Authorizations 74-75.

Review of District Financial Statements

Ms. Carvalho explained that these Financial Statements are through May 31, 2020. There was no action required by the Board.

THIRD ORDER OF BUSINESS **Other Business**

Staff Reports

District Counsel- Mr. Cohen stated he and Ms. Carvalho exchanged some emails last week regarding whether the Board wanted to address any changes with the way the recreational facilities are being operated right now. The Clubhouse is currently being operated at 25% capacity due to the COVID-19 and District staff wanted to have a brief discussion if the Board was interested in increasing or changing that capacity. The insurance recommendations have suggested 50% capacity or whatever the District can do to assure that they are compliant with social distancing and protocols set by the Governor. Mr. Tokarz stated the Board has made no decisions to increase the capacity and if they do in the interim before the next meeting they will and discuss it at the next meeting.

District Engineer- N/A

District Manager- Ms. Carvalho stated the next meeting is scheduled for August 25, 2020 and the Public Hearing will take place to adopt the Fiscal Year 2021 Budget. There is a meeting on the calendar to be held in July but District Management will work with the Chair to decide if that meeting will be held or cancelled.

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

Ms. Litwin stated that District took out a loan for the lights and stated that was a Developer expense and asked why it is being passed onto the residents to pay. Mr. Tokarz stated the lights are CDD property and they needed repair and replacement and the CDD is bearing the expense. A lengthy discussion took place. Ms. Carvalho suggested she contact Mr. Beruff to have that discussion and noted the District must be responsible for its assets. Ms. Litwin asked where the documentation that the CDD was going to take on the payment of the streetlights when the contract was signed on August 15, 2019 by the

Developer. Mr. Cohen stated he wasn't privy to the conversation Mr. Beruff might have had with residents but he recalls that this was brought before the Board to decide if they wanted to proceed forward with executing the loan documents which he reviewed and provided comments. The Board reviewed the loan documents, considered them and made the decision to proceed forward with executing the loan documents. Lengthy discussion ensued.

Ms. Champagne joined the meeting in progress at 11:22 a.m.

Ms. Litwin commented on the increase to the assessments for the residents and believes it to be unfair and financially irresponsible. Mr. Tokarz stated he will take her comments under advisement.

Ms. Litwin asked for names of the Finance Committee and contact information. Mr. Tokarz stated this is not an HOA meeting where that should be discussed but informed her the names of the Finance Committee members are Bruce Stolarz and Terry Camp. Ms. Litwin stated she would like to be a member of the Finance Committee. Mr. Tokarz will take her application under advisement and pass it on to the HOA.

Various individuals started to log on for another Board of Supervisors Meeting. Ms. Carvalho asked Ms. Litwin to take another minute and noted that she or Ms. Ripoll can have a conversation with her offline about any follow up items she has and or concerns about the District.

Ms. Litwin noted there is an office build out happening at the Amenity Center and asked why the CDD is paying for it. Mr. Chavez stated that office will be used as a permanent office location for the HOA/CDD Management Company when all the homes are built out. It will be used in the interim by Medallion Construction Superintendent. Ms. Litwin stated if it for Medallion Home it should not be paid for by residents. Ms. Litwin stated she has other questions. Ms. Carvalho or Ms. Ripoll will address all her questions offline.

<u>FIFTH ORDER OF BUSINESS</u> **Adjournment**

There was no other business to discuss, Ms. Carvalho requested a motion to adjourn the meeting.

> On MOTION by Ms. Beccia, seconded by Mr. Chavez, with all in favor, the Board adjourned the June 23, 2020 Board of Supervisors Meeting for Cross Creek Community Development District at 11:34 a.m.

Vanessa Ripoll

Secretary/Assistant Secretary

Charles Tokarz

Chairperson/ Vice Chairperson