**MINUTES OF MEETING**

**CROSS CREEK COMMUNITY DEVELOPMENT DISTRICT**
**BOARD OF SUPERVISORS MEETING**
**Tuesday, October 27, 2020**
**11:00 A.M.**

Board Members Present via speaker phone or in person:

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| Charlie Tokarz | Chairperson |
| Connor Chambers | Vice Chairperson |
| Kathy Beccia | Assistant Secretary |
| Chris Chavez | Assistant Secretary |

Also present were:

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| Vivian Carvalho | District Manager- PFM Group Consulting, LLC | (via phone) |
| Venessa Ripoll | PFM Group Consulting, LLC | (via phone) |
| Andy Cohen | District Counsel- Persson Cohen & Mooney, P.A. | (via phone) |
| Liana Litwin | Homeowner | (via phone) |

**FIRST ORDER OF BUSINESS** **Organizational Matters**

**Call to Order and Roll Call**

The Board of Supervisors Meeting was called to order at 11:02 a.m. and Ms. Carvalho proceeded with roll call. Board Members in attendance were Charlie Tokarz, Connor Chambers, Kathy Beccia, and Chris Chavez.

**Public Comment Period**

There were no Public Comments at this time.

**Discussion regarding Executive Order 20-246**

Ms. Carvalho noted the Executive Order extends virtual meetings until 12:01 a.m. on November 1, 2020. District staff is unaware if that will be extended again but when we find out, we will let the Board know if there is or is not an extension to Executive Order 20-246.

**Consideration of the Minutes of the September 22, 2020 Board of Supervisors Meeting.**

The Board reviewed the Minutes from the September 22, 2020 Board of Supervisors Meeting.

On MOTION by Mr. Tokarz, seconded by Mr. Chambers, with all in favor, the Board approved the Minutes of the September 22, 2020 Board of Supervisors Meeting, as presented.

**Consideration of the Minutes of the September 22, 2020 Auditor Selection Committee Meeting**

The Board reviewed the Minutes from the September 22, 2020 Auditor Selection Committee Meeting.

On MOTION by Mr. Tokarz, seconded by Mr. Chambers, with all in favor, the Board approved the Minutes of the September 22, 2020 Auditor Selection Committee Meeting, as presented.

**SECOND ORDER OF BUSINESS** **General Business Matters**

**Ratification of Series 2016B Bonds Optional Redemption**

Mr. Cohen provided an overview of the letter which has a November 1, 2020 due date. The Developer has provided notice in working with the Trustee that they are going to redeem the 2016B Bonds in total which are subject to optional redemption as part of the Bond Documents. This will take place by November 1, 2020 but in order for that to occur the Trustee requested written notice from the District. District Staff had the Chair execute the letter which Mr. Cohen presented to the Board. He requested a motion to ratify the letter and noted that Trustee's Counsel is preparing a number of documents with regard to the redemption and all are working toward the November 1, 2020 date.

On MOTION by Mr. Tokarz, seconded by Mr. Chambers, with all in favor, the Board ratified the letter executed by the Chair regarding the Redemption of the Series 2016B Bonds Optional Redemption.

**Consideration of Amendment and Partial Release of Cross Creek CDD Organizational/ Financing Document**

Mr. Cohen explained the Developer has been platting and selling off lots a number of issues came up with regard to the title and the 2007 documents related to the original project. District staff terminated an old construction easement at last month's meeting and this month Mr. Cohen reviewed a document in which Mr. Knowles prepared to clean up some of the issues regarding the 2007 Bonds but not compromise the 2016 Bonds or assessments related there to. Mr. Cohen pointed out that Mr. Chambers in reviewing the document found various issues. Mr. Knowles made the changes to the document and the updated document will be the one to be signed. Mr. Cohen requested a motion to authorize the document in substantial form and authorize the Chair to execute.

On MOTION by Mr. Tokarz, seconded by Mr. Chambers, with all in favor, the Board approved Amendment and Partial Release of Cross Creek CDD Organizational/ Financing Document in substantial form authorizing the Chair to execute.

**Consideration of Resolution 2021-01 Authorizing Disbursement of Funds**

**Ms. Carvalho explained this is a standard resolution seen across most of the District's** PFM represent that provides the District the ability to take care of any items outside of a meeting of any related emergency item. Per her discussion with the Chair this District is not ready to proceed with approving the Resolution. She asked Mr. Tokarz if he wanted to defer this to a future meeting or discuss concerns before approval.

Mr. Tokarz stated he would like to table it and have an offline conversation and come back to the Board with a resolution that is final or close to final.

On MOTION by Mr. Tokarz, seconded by Mr. Chambers, with all in favor, the Board tabled the approval of Resolution 2021-01, Authorizing Disbursement of Funds.

**Discussion Regarding Material on the District Website.**

Ms. Carvalho explained the changes to the amendments of the Florida Statute which related to material on District Websites. The Amendments were to Section 189.069(2)(a) of the Florida Statutes and went into effect on July 1, 2020. District staff will ask the direction of the Board about how they want to proceed after discussion of the changes.

There is no longer a requirement to post the final Audit Report on the District website but posting a link to the Auditor Generals website is sufficient. The second item that changed is that the Public Facilities Report is no longer required to be posted on the website. The third item that changed is that the meeting agenda must be posted however all the backup material is no longer required to be posted on the District website. All material that is ever produced by the District will always be part of the District record keeping but there were changes to the District website that went into effect. Ms. Carvalho asked the Board how they would like to proceed.

Mr. Tokarz stated he would like to have what is Statutorily required on the website and nothing more and he asked if there is any statement on the webpage that tells people who to contact if they want more information. Ms. Carvalho replied yes it has the District Manager's contact information.

The rest of the Board concurred with Mr. Tokarz's comments so Ms. Carvalho requested a motion from the Board to approve the Amendments that went into effect as of July 1, 2020 which is reflected in amendment to Section 189.069(2)(a) of the Florida Statute to put it in place for Cross Creek Community Development District.

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| On MOTION by Mr. Chambers, seconded by Mr. Tokarz, with all in favor, the Board approved Amendments that went into effect as of July 1, 2020 which is reflected in amendment to Section 189.069(2)(a) of the Florida Statute to put it in place for Cross Creek Community Development District. |

**Ratification of Payment Authorizations 81-83**

The Board reviewed Payment Authorizations 81-83. Ms. Carvalho noted these are contractual obligations that have been approved by the Chair and just need to be ratified by the Board. Mr. Tokarz noted he reviewed all the payment requests on the agenda and they were all approved as required by the Board.

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| On MOTION by Mr. Tokarz, seconded by Mr. Chambers, with all in favor, the Board ratified Payment Authorizations 81-83. |

**Review of District Financial Statements**

Ms. Carvalho explained that these Financial Statements are through September 30, 2020. Mr. Tokarz reviewed the Financials and he has some items to discuss with Ms. Champagne and will speak with her offline. There was no action required by the Board.

**THIRD ORDER OF BUSINESS** **Other Business**

**Staff Reports**

**District Counsel-** No Report

**District Engineer-** N/A

**District Manager-** Ms. Carvalho stated the District proceeded with advertising the Fiscal Year 2021 Meeting Schedule and this particular District is slated to have meetings on a monthly basis however District staff will work with the District Chair two weeks prior to the meeting to determine if there is a need to hold the meeting that month if there is business that needs to come before the Board or if that meeting will be cancelled.

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

There were no audience comments or Supervisor requests

**FIFTH ORDER OF BUSINESS** **Adjournment**

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

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| On MOTION by Ms. Beccia, seconded by Mr. Chavez, with all in favor, the Board adjourned the October 27, 2020 Board of Supervisors Meeting for Cross Creek Community Development District at 11:17 a.m. |

Secretary/Assistant Secretary

Chairperson/ Vice Chairperson