

## MINUTES OF MEETING

### CROSS CREEK COMMUNITY DEVELOPMENT DISTRICT BOARD OF SUPERVISORS MEETING

Tuesday, September 22, 2020

11:00 A.M.

Via telephonic conferencing due to the COVID-19 Executive Order 20-193

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) |
| Andy Cohen        | District Counsel- Persson Cohen & Mooney, P.A. | (via phone) |
| Tabitha Callis    | Medallion Home                                 | (via phone) |
| Charlie McKinnies | Medallion Home                                 | (via phone) |
| Alan Stolarz      | 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 11:01 a.m. and Ms. Ripoll proceeded with roll call. Board Members in attendance were Charlie Tokarz, Connor Chambers, Kathy Beccia, and Chris Chavez via phone.

#### Public Comment Period

There were no Public Comments at this time.

#### Discussion regarding Executive Order 20-193

Ms. Ripoll noted the Executive Order extends virtual meetings until 12:01 a.m. on October 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 20-193.

#### Consideration of the Minutes of the June 23, 2020 Board of Supervisors Meeting.

The Board reviewed the Minutes from the June 23, 2020 Board of Supervisors Meeting. Ms. Cohen provided edits and will send corrections to District staff.

On MOTION by Mr. Tokarz, seconded by Mr. Chambers, with all in favor, the Board approved the Minutes of the June 23, 2020 Board of Supervisors Meeting, as amended.

**Consideration of the Minutes of  
the August 25, 2020 Board of  
Supervisors Meeting.**

The Board reviewed the Minutes from the August 25, 2020 Board of Supervisors Meeting. Ms. Cohen provided edits and will send corrections to District staff. Mr. Tokarz stated on the first page for the meeting convened in the morning he was not there and his name should be replaced with Ms. Holeman.

On MOTION by Mr. Tokarz, seconded by Mr. Chambers, with all in favor, the Board approved the Minutes of the August 25, 2020 Board of Supervisors Meeting, as amended.

**SECOND ORDER OF BUSINESS**

**General Business Matters**

**Review & Acceptance of FY 2019  
Audit Report**

Ms. Ripoll noted the Audit Report was submitted to the Attorney General as of June 30, 2020. She requested a motion from the Board to accept the FY 2019 Audit Report.

On MOTION by Mr. Tokarz, seconded by Mr. Chambers, with all in favor, the Board accepted the FY 2019 Audit Report.

**Consideration of Resolution 2020-  
08, Adopting the Annual Meeting  
Schedule for Fiscal Year 2020-  
2021**

Ms. Ripoll noted the Annual Meeting Schedule coincides with the other District's. Mr. Cohen stated in the first whereas clause he is not sure what the reference is to 2004-423. Laws of Florida and asked that it be revised to "in accordance with Chapter 190".

On MOTION by Mr. Tokarz, seconded by Mr. Chambers, with all in favor, the Board approved Resolution 2020-08, Adopting the Annual Meeting Schedule for FY 2021 with the suggested revisions.

**Review & Consideration of  
Amendment to Right -of- Way  
Easement Agreement**

Mr. Cohen explained it was presented to him by Attorney Tim Knowles on behalf of the Developer for Cross Creek and it has to do with an easement for PRECO. He stated the Agreement needed an amendment. Mr. Cohen reviewed it and signed off on it and recommended approval by the Board.

On MOTION by Mr. Chambers, seconded by Mr. Tokarz, with all in favor, the Board approved the execution of the Amendment to Right of Way Easement Agreement.

Mr. Cohen stated he sent District Management the original and noted the Original PRECO signature needs the original District signature then to make its way back to Mr. Knowles for coordination of recording.

**Review & Consideration of  
Release and Termination of  
Agreements for Completions of  
Improvements**

Mr. Cohen explained this was also prepared by Mr. Knowles and Mr. Cohen reviewed it and has no objections. As the Developer and Landowner continue to sell off property within the community a number of things have popped up in title searches. There is an agreement at the inception of a CDD and completion of improvements and the improvements from the original bond issuance were completed and attached as an exhibit to this release is a certification from the Engineer. The idea was to record this document to memorialize the termination for that agreement for completion of improvements.

On MOTION by Mr. Tokarz, seconded by Mr. Chambers, with all in favor, the Board approved Release and Termination of Agreements for Completions of Improvements.

**Review & Consideration of  
Release and Termination of  
Construction Easement**

Mr. Cohen explained this relates to the initial construction in the community at the time there was a construction easement provided to the District and similarly attached as an exhibit is the Certificate of Completion from the Engineer stating the project was completed. He requested a motion to approve the Release and Termination of the Construction Easement.

On MOTION by Mr. Tokarz, seconded by Mr. Chambers, with all in favor, the Board approved Release and Termination of Construction Easement.

#### **Review & Consideration of Egis Insurance & Risk Advisors for Volunteer Insurance**

Ms. Ripoll explained District Management was asked to get a quote from Egis for volunteers to be able to assist on the property. The cost is \$200.00 for 12 months. It states as of July that there is a 30 days' time limit for the cost in the proposal. District staff will reach out to Egis for clarification and confirmation if the quote is still valid.

On MOTION by Mr. Tokarz, seconded by Mr. Chambers, with all in favor, the Board approved the Egis Insurance & Risk Advisors Volunteer Insurance quote in the amount of \$200.00 for 12 months.

#### **Ratification of Payment Authorizations 74 – 75 & 77-79**

The Board reviewed Payment Authorizations 74-75 & 77-79. Ms. Ripoll noted these are contractual obligations that have been approved by the Chair and just need to be ratified by the Board. Mr. Tokarz noted the Board authorized 74-75 previously at the June 23, 2020. He noted Payment Authorizations 77-79 is not included in the package.

Ms. Ripoll will confirm those Payment Authorizations 74-75.

On MOTION by Mr. Tokarz, seconded by Mr. Chambers, with all in favor, the Board ratified Payment Authorizations 77-79.

#### **Review of District Financial Statements**

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

**THIRD ORDER OF BUSINESS**

Other Business Staff  
Reports

**District Counsel- No Report**

**District Manager-** Ms. Ripoll stated the next meeting is scheduled for October 27, 2020 and she will send a calendar invite out for the remaining Fiscal Year to the Board of Supervisors.

**FOURTH ORDER OF BUSINESS**

**Supervisor Requests and  
Audience Comments**

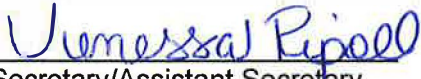
There were no audience comments or Supervisor requests

**FIFTH ORDER OF BUSINESS**

**Adjournment**

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

On MOTION by Ms. Beccia, seconded by Mr. Chavez, with all in favor, the Board adjourned the September 22, 2020 Board of Supervisors Meeting for Cross Creek Community Development District at 11:13 a.m.

  
Secretary/Assistant Secretary

  
Chairperson/Vice Chairperson