MINUTES OF MEETING

CROSS CREEK COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS MEETING
Tuesday, November 23, 2021
11:00 A.M.
1651 Whitfield Avenue, Suite 200,
Sarasota, FL 34243

Board Members Present were:

Charlie Tokarz	Chairperson
Connor Chambers	Vice Chairperson
Kathy Beccia	Assistant Secretary

Also present were:

Venessa Ripoll	Assistant DM - PFM Group Consulting, LLC
Andy Cohen	District Counsel- Persson Cohen & Mooney, P.A.
Chris Chavez	Medallion Home

Various members of the public

FIRST ORDER OF BUSINESS — **Organizational Matters**

Call to Order and Roll Call

Ms. Ripoll called the meeting to order at 11:16 a.m. and confirmed quorum.

Public Comment Period

There were no public comments.

Consideration of the Minutes of the February 23, 2021 Board of Supervisors' Meeting

The Board reviewed the Minutes from the August 23, 2021 Board of Supervisors Meeting. Ms. Ripoll noted Board and District Counsel edits to the Minutes,

> On MOTION by Mr. Tokarz, seconded by Mr. Chambers, with all in favor, the Board of the Cross Creek Community Development District approved the Minutes of the August 23, 2021 Board of Supervisors Meeting, with changes.

SECOND ORDER OF BUSINESS — **Business Matters**

Review and Consideration of Grau & Associates Engagement Letter for Auditing Services

The Board reviewed the Engagement Letter.

> On MOTION by Mr. Tokarz, seconded by Mr. Chambers, with all in favor, the Board of the Cross Creek Community Development District approved the Grau & Associates Engagement Letter for Auditing Services.

Consideration of Resolution 2022-01, Annual Appropriations and Adopting the Revised Budget for Fiscal Year 2021

Ms. Ripoll explained the District went over budget on a line item by more than 10%, so the Board must adopt an amended budget that will be posted on the District website.

> On MOTION by Mr. Tokarz, seconded by Mr. Chambers, with all in favor, the Board of Cross Creek Community Development District approved Resolution 2022-01, Annual Appropriations and Adopting the Revised Budget for Fiscal Year 2021.

Consideration of Resolution 2022-02, Designating the Primary Administrative Office

Ms. Ripoll explained the District Management Office has moved locations, so the District records need to be updated.

> On MOTION by Mr. Tokarz, seconded by Mr. Chambers, with all in favor, the Board of the Cross Creek Community Development District approved Resolution 2022-02, Designating the Primary Administrative Office.

Consideration of Resolution 2022-03, Designating Registered Agent and Office

Ms. Ripoll stated she will now serve as the Registered Agent, replacing Vivian Carvalho.

> On MOTION by Mr. Tokarz, seconded by Mr. Chambers, with all in favor, the Board of Cross Creek Community Development District approved Resolution 2022-03, Designating Registered Agent and Office.

Discussion of Cleaning Contract

Ms. Ripoll presented the Board with two proposals from cleaning vendors as well as the contract with the current cleaning vendor, GMS Cleaning. It was recommended the Board terminate the contract with the current cleaning vendor and engage with another cleaning vendor, Southwest Maintenance Services. The costs for each cleaning vendor were outlined for the Board.

> On MOTION by Mr. Tokarz, seconded by Mr. Chambers, with all in favor, the Board of Cross Creek Community Development District approved the 30-day termination notice to GMS Cleaning and authorized the Board Chair to execute a contract with Southwest Maintenance Services, subject to staff approval.

Discussion of Pool Cleaning Contract

Ms. Ripoll explained the District is currently working with Holiday Pools of South Florida for pool cleaning services and outlined several areas of dissatisfaction with the work of the vendor. It was recommended the District engage with another pool cleaning vendor, KBR Pools, and outlined the costs for the cleaning services with that vendor. The District only received a proposal from KBR Pools in time for the Board Meeting. The Board requested the District get other proposals and negotiate the quote from KBR Pools.

> On MOTION by Mr. Tokarz, seconded by Mr. Chambers, with all in favor, the Board of Cross Creek Community Development District approved the immediate termination of Holiday Pools of South Florida upon receipt of a quote from a new vendor, not to exceed $1300/month for three times per week service, subject to staff approval.

Ms. Ripoll explained the District has experienced issues with replacing the water slide. One of the motors at the water slide and the main pool pump motor need to be replaced. The costs for replacement and repair were outlined for the Board. Mr. Tokarz asked about the reasonability of the pool motor quotes. Mr. Chavis stated he would consult with another colleague about the average costs of the pool motors.

> On MOTION by Mr. Tokarz, seconded by Mr. Chambers, with all in favor, the Board of Cross Creek Community Development District approved the KBR Pools Proposal to replace and repair the pool motors with a maximum price of $1,400 for the main pool motor and a maximum price of $3,500 for the water slide motor, subject to discussion with Mr. Chavez.

Review and Consideration of Southwest Maintenance Services, Inc., Pressure Washing Proposal

Ms. Ripoll explained the District needs pressure washing for the entire amenity center. The proposed vendor, Southwest Maintenance Services, Inc., would pressure wash and perform maintenance on the amenity center. There was a question about the proposed cost of the pressure washing being within the budget. Ms. Ripoll replied she was unsure but would consult with Ms. Champagne on the budget allowance.

> On MOTION by Mr. Tokarz, seconded by Mr. Chambers, with all in favor, the Board of Cross Creek Community Development District approved the Southwest Maintenance Services, Inc., Pressure Washing Proposal, subject to budget review.

Ratification of Payment Authorizations 122-131

The Board reviewed Payment Authorizations 122-131. Ms. Ripoll stated these Payment Authorizations are contractual obligations and have been approved by the Char.

> On MOTION by Mr. Chambers, seconded by Ms. Beccia, with all in favor, the Board ratified Payment Authorizations 122-131.

Review of District Financial Statements

Ms. Ripoll explained the Financial Statements are through October 31, 2021. There was no action required by the Board.

<u>THIRD ORDER OF BUSINESS</u> **Other Business**

Staff Reports

District Counsel- Mr. Cohen stated the Contraction of the CDD has been filed and is with the County to move forward. Once the A Bond payoff is complete, the County can proceed. District is working with the bond holder on the payoff.

District Engineer- Not present.

District Manager- Ms. Ripoll noted she would consult with the Board Chair on a December Meeting date and the Board will be notified if the meeting is cancelled.

<u>FOURTH ORDER OF BUSINESS</u> **Supervisor Requests and Audience Comments**

There were no Supervisor requests.

There was an audience comment that expressed thanks Elba for the work done in the community.

<u>FIFTH ORDER OF BUSINESS</u> **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. Chambers, with all in favor, the Board adjourned the November 23, 2021 Board of Supervisors Meeting for Cross Creek Community Development District at 11:36 a.m.

Vanessa Ripoll

Secretary/Assistant Secretary

Charles T Obay

~~Chairperson/~~ Vice Chairperson