

MINUTES OF MEETING

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

Tuesday, February 23, 2021

11:00 A.M.

**1651 Whitfield Avenue, Suite 200,
Sarasota, FL 34243**

Board Members Present via speaker phone or in person:

Charlie Tokarz	Chairperson	(at 2 nd meeting)
Connor Chambers	Vice Chairperson	(at 1 st meeting)
Kathy Beccia	Assistant Secretary	
Samantha Cortese	Assistant Secretary	

Also present were:

Vivian Carvalho	District Manager- PFM Group Consulting, LLC	(via WebEx)
Venessa Ripoll	Assistant DM - PFM Group Consulting, LLC	(via WebEx)
Amy Champagne	PFM Group Consulting, LLC	(via WebEx)
Andy Cohen	District Counsel- Persson Cohen & Mooney, P.A.	(via WebEx)
Chris Chavez	Medallion Home	
Charlie McKinnies	Medallion Home	
Tabitha Callis		(via WebEx)
Various Audience Members		

FIRST ORDER OF BUSINESS

Organizational Matters

Call to Order and Roll Call

The meeting was called to order at 11:01 a.m. and roll call was initiated.

Ms. Ripoll requested a motion to continue the Cross Creek Community Development District Board of Supervisors Meeting to 3:30 p.m. today February 23, 2021 with the same call in information as provided for the 11:00 a.m. meeting and the same location.

On MOTION by Mr. Chambers, seconded by Ms. Beccia, with all in favor, the Board Continued the Cross Creek Community Development District Board of Supervisors Meeting to 3:30 p.m. today February 23, 2021 with the same call in information as provided for the 11:00 a.m. meeting and the same location.

Call to Order and Roll Call

The Cross Creek Board of Supervisors' meeting was reconvened at 3:39 p.m. and roll call was initiated.

Public Comment Period

There were no Public Comments at this time.

Mr. Cohen requested that consideration of the Auditor Committee's Recommendation be added to the agenda. Ms. Ripoll noted she has that item under District Manager's Report.

Consideration of the Minutes of the December 22, 2020 Board of Supervisors Meeting.

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

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

SECOND ORDER OF BUSINESS

Business Matters

Consideration of Resolution 2021-01, Disbursement of Funds

This resolution is coming before the Board for consideration. Ms. Ripoll explained the Resolution gives District Management authority to disburse funds for payments of expenses, as it states within the resolution that this is for non-continuing expenses not exceeding \$5,000.00. The Board requested this resolution is deferred indefinite from the Agenda.

Consideration of Resolution 2021-05, Adopting a Revised Budget for FY 2020

The District had an increase on a specific line item; therefore, it must be brought before the Board for consideration. It is a requirement to amend the Budget and post the Amended Budget on the website per Statute. The Revised Fiscal Year 2020 Budget is attached to the Resolution as an exhibit.

Ms. Ripoll requested a motion to approve Resolution 2021-05, as presented.

On MOTION by Mr. Tokarz, seconded by Ms. Beccia, with all in favor, the Board approved Resolution 2021-05, Adopting a Revised Budget for FY 2020.

Consideration of Resolution 2021-06, Adopting an Internal Controls Policy Consistent with Section 218.33

This is a resolution adopts internal controls. This ensures it is consistent with statute and adheres to statute changes regarding the District's accounting process. This is a formality and a standard document PFM is doing across the board with all their Districts.

Mr. Cohen confirmed he has had other District Management Companies presenting this in their Districts as well and he has no objection to the Resolution.

On MOTION by Mr. Tokarz, seconded by Ms. Beccia, with all in favor, the Board Resolution 2021-06, Adopting an Internal Controls Policy Consistent with Section 218.33. as presented.

Ratification of E-Verification Application for the District

Ms. Ripoll explained according to section 448.095, Florida Statutes, all Community Development Districts, whether they directly employ employees or contract for work and services, must register with the E-Verify system. She explained the E-Verify system to the Board. All CDDs must enroll through the Department of Homeland Security's website and execute a Memorandum of Understanding that provides the terms of agreement between the Employer and Homeland Security. Previous contracts do not need to go through E-Verify but will have to go through this process for any new contracts moving forward.

Mr. Cohen stated this new Statute came into effect January 1, 2021 requires all public employers to register with the E-Verify system. The District still qualify as a public employer because they enter into contracts with Contractors and are required to register with E-Verify. He recommended the District ratify the execution of the Memorandum of Understanding. Mr. Cohen is working on a provision to be put in each contract the District has with its contractors regarding E-Verify. Each Contractor must register with E-Verify.

Mr. Tokarz was concerned about contractor's willingness to go through this process. Mr. Cohen stated they will have to if they want to do business. He hasn't had any pushback

from vendors. Mr. Tokarz asked how long the District has to sign this Memorandum and what happens if they refuse. Mr. Cohen responded the District should sign the Memorandum immediately since the law went into effect in January 2021. He noted all of the District's he represents have gone through the process. Furthermore, he stated this is a Federal Law with Homeland Security.

On MOTION by Mr. Tokarz, seconded by Ms. Beccia, with all in favor, the Board ratified the E-Verification Application for the District.

Ratification of Preferred Sign Services, LLC Invoice

The Board reviewed the Preferred Sign Services, LLC Invoice.

On MOTION by Mr. Tokarz, seconded by Ms. Cortese, with all in favor, the Board approved the Preferred Sign Services, LLC Invoice.

Ratification of Payment Authorizations 94-96

The Board reviewed Payment Authorizations 94-96. Ms. Ripoll noted these are contractual obligations that have been approved by the Chair and just need to be ratified by the Board.

On MOTION by Mr. Tokarz, seconded by Ms. Beccia, with all in favor, the Board ratified Payment Authorizations 94-96.

Review of District Financial Statements

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

THIRD ORDER OF BUSINESS

Other Business

Staff Reports

District Counsel- Mr. Cohen stated the last time the Board met they approved everything necessary to proceed with contracting the District's

boundaries. He is continuing to work on that with Mr. Jackson from his office. They are waiting on some survey information which just recently came in. He stated this will move forward quickly.

Mr. Tokarz asked Mr. Cohen to confirm that the Developer is paying the cost of the boundary contraction. Mr. Cohen confirmed that is an accurate statement. At the meeting the last time the Board met there was a Funding Agreement which was approved and executed.

District Engineer- N/A

District Manager-

Ms. Ripoll reported that As of March 2020 the District has conducted virtual meetings per the Executive Orders and at this time District staff would like for the Board to make a motion for the record to ratify all actions that have been taken in the virtual meetings per the various Executive Orders from March 2020 through 12:01AM on November 1st, 2020.

On MOTION by Mr. Tokarz, seconded by Ms. Beccia, with all in favor, the Board ratified all actions that have been taken during the virtual meetings per the various Executive Orders from March 2020 through 12:01AM on November 1st, 2020. .

Ms. Ripoll presented the review of Auditor Committee Ranking and selection of Auditor. Per the ranking sheet Grau & Associates was ranked No. 1, Berger, Toombs as ranked No. 2 and CRI was ranked No.3. The Committee recommended the Board choose Grau & Associates as the Auditor for the District. She asked the Board to accept the recommendation of the Auditor Selection Committee and proceed with entering into an engagement letter with Grau & Associates.

On MOTION by Mr. Tokarz, seconded by Ms. Beccia, with all in favor, the Board accepted the recommendation of the Auditor Selection Committee to ranked Grau & Associates No. 1, Berger, Toombs No. 2, and CRI No. 3 and proceed with entering into an engagement letter with Grau & Associates

District Management Office will notify the Auditor firms the results of the ranking.

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 Ms. Cortese, with all in favor, the Board adjourned the February 23, 2021 Continued Board of Supervisors Meeting for Cross Creek Community Development District at 3:54 p.m.


Secretary/Assistant Secretary


Chairperson/ Vice Chairperson