

MINUTES OF MEETING

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

Tuesday, October 22, 2019

Medallion Home

1651 Whitfield Avenue, Suite 200,

Sarasota, FL 34243

11:00 A.M.

Board Members Present:

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

Also present were:

Vivian Carvalho	District Manager- PFM Group Consulting, LLC
Venessa Ripoll	PFM Group Consulting, LLC
Andy Cohen	District Counsel- Persson, Cohen & Mooney, P.A.
Lauren Schrandt	HOA Manager- Access Management

FIRST ORDER OF BUSINESS

Organizational Matters

Call to Order and Roll Call

The Board of Supervisors Meeting was called to order at 11:22 a.m. and Ms. Carvalho proceeded with roll call. Board Members Charlie Tokarz, Connor Chambers, Kathy Beccia, Margo Holeman, and Chris Chavez were present constituting a quorum.

Public Comment Period

There were no members of the public present at this time.

SECOND ORDER OF BUSINESS

General Business Matters

**Consideration of the Minutes of
the August 27, 2019 Board of
Supervisors Meeting.**

The Board reviewed the Minutes from the August 27, 2019 Board of Supervisors Meeting. A Board Member and Mr. Cohen provided edits to page 3.

On MOTION by Mr. Tokarz, seconded by Mr. Chambers, with all in favor, the Board approved the Minutes of the August 27, 2019 Board of Supervisors Meeting, as amended.

Consideration of Resolution 2020-01, Golf Cart & Low Speed Vehicle Use Policy

Ms. Carvalho explained the Board previously discussed golf carts and other types of slow speed vehicles when they adopted the Rules of Procedure. District Management requested District Counsel to provide a policy. This is not part of the Rules of Procedure and becomes a policy that is adopted via resolution for the record keeping.

Mr. Cohen stated that last month the issue came up to allow for golf cart and similar slow speed vehicle usage on District owned roadways. He prepared this resolution memorializing that and explained the language in the Statutory Law outlined in 316.212. The resolution outlines the usage of slow moving vehicles and tracks the statutory language as well but there is a provision that stated that if anything in the Resolution conflicts then the Statutory Law or DMV Rules supersede it.

Mr. Tokarz asked about the designation of certain areas. Mr. Cohen responded that roadways outside the District are out of the District's control. He also added a provision to allow for a multipurpose areas in case the District had wide sidewalks. This community has normal sidewalks but there is a provision to allow for it.

Ms. Carvalho requested a motion to approve Resolution 2020-01.

On MOTION by Mr. Tokarz, seconded by Mr. Chambers, with all in favor, the Board approved Resolution 2020-01, Golf Cart & Low Speed Vehicle Use Policy, as presented by District Counsel.

Mr. Cohen advised District staff to post the appropriate signage. Mr. Chavez will find the vendor to provide the signage. Ms. Carvalho will include this on the website for the District. The HOA will put it on their website as well.

Mr. Chambers asked if there are a certain number of signs to be spaced every so often or at the Board's discretion Mr. Cohen replied that it is at the Board's discretion.

Consideration of Towing Policy

This was discussed at the last meeting when the Board adopted the Rules of Procedure. Mr. Cohen noted that the District has towing powers by Statute so this will come up with the policies of how that will proceed. He asked the Board to define overnight parking as well as their input on the street parking provision. Mr. Tokarz said all of Silkwood Way, a portion of Creekside Park Drive from Golf Course Road to Larchmere Lane, and Cross Creek Parkway should be the location of the tow away zone.

Ms. Carvalho stated that the Towing Company needs to have the parameters clearly defined or they will tow the vehicles. There has been complaints from residents about the school's drop off and pick up parking along the road. Parents are lined up for over an hour blocking District roads during those times. The school notified parents of students parking on the District road.

Mr. Cohen included language on the bottom of page 1 to say except specifically designated spots there is no overnight parking and or in the recreation area. He asked how the Board want to define what overnight parking is and if they are comfortable with 2:00 a.m. - 6:00 a.m. Ms. Carvalho asked how the District will work with the towing company. Mr. Cohen prepared it by stating that the District Manager or a designee will work with the towing company. Ms. Carvalho stated that Ms. Schrandt will be the designee and even if it is her the towing company will want a first person to contact and a second person as a contact for the District. Mr. Cohen prepared a notice provision to deal with that. The Board asked where the issue arose as to why there is a policy that is coming before the Board for consideration. District staff mentioned that homeowners complained about individuals parking for an extended period of time on the street in which generated discussion about setting up a policy. Mr. Cohen stated that District staff should reach out to a towing company to provide the District with towing signs and post it at the entrances. District staff will place an order for the warning stickers and get them to Access Management. The policy will go into effect on November 1, 2019 as soon as the signs are placed.

Mr. Cohen will send a revised policy with the proper road names filled in.

On MOTION by Mr. Tokarz, seconded by Mr. Chambers, with all in favor, the Board approved the Towing Policy with the suggested changed outlined above.

**Consideration of Resolution
2020-02, Designating a
Registered Agent**

Ms. Carvalho requested a motion to update the Registered Agent to PFM instead of District Counsel Office.

On MOTION by Mr. Tokarz, seconded by Mr. Chambers, with all in favor, the Board approved Resolution 2020-02, designating PFM Group Consulting, LLC as the Registered Agent.

**Ratification of Payment
Authorizations 56 - 57**

The Board reviewed Payment Authorizations 56 – 57. Ms. Carvalho noted that these have been approved by the Chairperson and just need to be ratified by the Board.

On MOTION by Mr. Chambers, seconded by Mr. Chavez, with all in favor, the Board ratified Payment Authorizations 56 – 57.

Review of District Financial Statements

Ms. Carvalho explained that these Financial Statements are through September 30, 2019. Mr. Tokarz followed up with the accounting department and he thinks there will be some changes in the year to date actual vs budget and the Board will see those at the next meeting. 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 that this District is on a monthly meeting schedule. District staff will be working with Mr. Chavez on a monthly basis if there are any items that needs to come before the Board. District staff does not anticipate another meeting until the new calendar year.

Mr. Cohen asked if the HOA Agreement was in good shape as well as the Amenity Policies. Ms. Carvalho noted that the revisions have been incorporated. District staff will put it on the website. Ms. Schrandt requested a copy of the Rules and Procedure and HOA Agreement as it might have been sent to Tracy Hecht.

FOURTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

District staff discussed the pool slide. Ms. Schrandt spoke to a vendor yesterday who was talking with the welder. He will finalize the proposal and send it over to Chris Chavez and Laura Schrandt.

Mr. Chavez stated that he had a Landscape Committee meeting and BrightView sent proposals for all the additional work that the Landscape Committee requested and it totals about \$12,000.00.

FIFTH ORDER OF BUSINESS

Adjournment

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

On MOTION by Ms. Beccia, seconded by Ms. Holeman, with all in favor, the Board adjourned the Board of Supervisors Meeting for Cross Creek Community Development District at 11:51 a.m.


Secretary/Assistant Secretary


Chairperson/ Vice Chairperson