

**MINUTES OF MEETING
CROSSWINDS EAST
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Crosswinds East Community Development District was held Wednesday, **February 28, 2024** at 10:00 a.m. at 346 E. Central Avenue, Winter Haven, Florida.

Present and constituting a quorum:

Lauren Schwenk
Chuck Cavaretta
Daniel Arnette
Jessica Petrucci *via Zoom*

Vice Chair
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present were:

Jill Burns
Roy Van Wyk *by Zoom*
Savannah Hancock
Rey Malave *by Zoom*
Chace Arrington *by Zoom*

District Manager, GMS
District Counsel, Kilinski Van Wyk Law
District Counsel, Kilinski Van Wyk Law
District Engineer, Dewberry
District Engineer, Dewberry

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order and called the roll. Three Board members were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

There were no members of the public present for the meeting.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the January 24,
2024 Board of Supervisors Meeting**

Ms. Burns presented the minutes for the January 24, 2024 Board of Supervisors meeting and asked for any questions, comments, or corrections. The Board had no changes to the minutes.

<p>On MOTION by Mr. Arnette, seconded by Ms. Schwenk, with all in favor, the Minutes of the January 24, 2024 Board of Supervisors Meeting, were approved.</p>

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**Ms. Petrucci joined the meeting at this time.*

FOURTH ORDER OF BUSINESS

Presentation and Approval of Updated Supplemental Assessment Methodology for Assessment Area One Updated with Final Numbers

Ms. Burns reviewed the methodology for Assessment Area One. Table 1 shows the total number of units at 1,316 consisting of townhomes, single family 40, and single family 50 product types. Table 2 shows the total cost estimate \$75,027,757. Table 3 shows bond sizing \$25,785,000. Table 4 shows the improvement cost per unit for each product type. Table 5 outlines the par debt per unit. There are three different categories of townhomes depending on who the builder of those is and they are recognizing developer contributions on those so the West Bay and DR Horton par debt per unit is \$12,290 and the other townhome product types are \$16,627. The single family 40 is \$23,856 which is the same as the single family 50 after recognizing a contribution on that product type. Table 6 breaks down the net and gross annual debt assessment per unit. The townhome product type is \$1,236.56 annually which includes the collection cost when collected on the tax bill. The townhome for DR Horton and West Bay after the contribution is \$913.98. The single family 40 and 50 with the contribution on the 50's is \$1,774.19. Table 7 shows the preliminary assessment roll, the platted parcels in the Grove and unplatted acreage as well with the par debt per acre for Phase 1, 1A, 1B, and 1C.

Mr. Van Wyk asked if this is all consistent with the Master Assessment Methodology and previous Supplemental Methodology updated with final numbers. Ms. Burns noted yes, it is.

On MOTION by Ms. Schwenk, seconded by Mr. Cavaretta, with all in favor, the Updated Supplemental Assessment Methodology for Assessment Area One Updated with Final Numbers, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2024-02 Supplemental Assessment Resolution (Series 2024, Assessment Area One Project Bonds)

Ms. Burns stated that they are scheduled to close tomorrow and this resolution outlines the actual terms and conditions for that series of bonds.

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On MOTION by Ms. Schwenk, seconded by Mr. Cavaretta, with all in favor, Resolution 2024-02 Supplemental Assessment Resolution (Series 2024, Assessment Area One Project Bonds), was approved.

SIXTH ORDER OF BUSINESS

Consideration of Amended and Restated Master Notice of Special Assessments

Ms. Burns noted this will be recorded to show the actual lien on the property for this series of bonds.

On MOTION by Ms. Schwenk, seconded by Mr. Arnette, with all in favor, the Amended and Restated Master Notice of Special Assessments, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of 2024 Non-Ad Valorem Contract Agreement with Polk County Property Appraiser

Ms. Burns noted this is the annual renewal that will allow the District to collect their assessments on roll for the upcoming year.

On MOTION by Mr. Arnette, seconded by Mr. Cavaretta, with all in favor, the 2024 Non-Ad Valorem Contract Agreement with Polk County Property Appraiser, was approved.

EIGHTH ORDER OF BUSINESS

Ratification of Amended and Restated Notice of Establishment

Ms. Burns noted this was correcting an error in the previous notice.

On MOTION by Ms. Schwenk, seconded by Mr. Arnette, with all in favor, the Amended and Restated Notice of Establishment, was approved.

NINTH ORDER OF BUSINESS

Ratification of Items Pertaining to Phase 1A:

- A. Notice to Proceed for Phase 1A**
- B. Notice of Commencement for Phase 1A**
- C. Performance and Payment Bonds for Phase 1A**

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Ms. Burns stated these have all been executed and need to be ratified by the Board.

On MOTION by Mr. Cavaretta, seconded by Ms. Schwenk, with all in favor, the Items Pertaining to Phase 1A – Notice to Proceed for Phase 1A, Notice of Commencement for Phase 1A, and Performance and Payment Bonds for Phase 1A, was ratified.

TENTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

Ms. Hancock had nothing to report. Mr. Van Wyk had nothing to report, looking forward to closing tomorrow.

B. Engineer

Ms. Burns noted they have the reimbursement package that has already been reviewed and the requisition has been sent out. It should be wired tomorrow upon closing.

Ms. Burns noted Duke was pulled out. Mr. Malave noted he will get that signed today. The Board asked why Duke wouldn't be covered. Mr. Malave noted their reports say it is only for the undergrounding of power and not for power service. He noted they are not paying for power electric but paying for the underground. The Board asked about the changeover cost from overhead to under. Mr. Malave noted it is a requirement of the state. Ms. Schwenk asked why that would not be a reimbursable expense if it is a requirement to bring power to underground. Mr. Malave noted his understanding is the power is not in their table. Every time they try to incorporate that, it gets taken out by the tax guys.

Mr. Van Wyk noted that utilities are regulated under a separate provision and they are not allowed to do that type of work. It is prohibited for a District to do line work from utility companies therefore it is not within the scope of what they are allowed to do. As a Special District, they are not allowed to do electrical distribution lines, that has to be done by state regulation under the Public Service Commission. If they change it from overhead to underground, they are allowed to pay the cost of the piping because it's a change to the method. Ms. Schwenk asked if they were going to issue bonds on powerline right of way and move some of the distribution power poles, that wouldn't be covered. Mr. Van Wyk answered if it has to do with installing and doing distribution lines, they can't do that as it is not within the scope of their authority to do.

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C. District Manager’s Report

i. Approval of Check Register

Ms. Burns asked for approval of the check register that is included in the agenda package for review, the total is \$34,350.09.

On MOTION by Ms. Schwenk, seconded by Mr. Cavaretta, with all in favor, the Check Register totaling \$34,350.09, was approved.

ii. Balance Sheet and Income Statement

Ms. Burns noted that the financials can be found in the agenda package and offered to answer any questions. No action is required.

ELEVENTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

TWELFTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being no comments, the next item followed.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Cavaretta seconded by Mr. Arnette, with all in favor, the meeting was adjourned.

Jill Burns

Secretary/Assistant Secretary

DocuSigned by:

Rennie Heath

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Chairman/Vice Chairman