

**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, **March 27, 2024** at 10:00 a.m. at 346 E. Central Avenue, Winter Haven, Florida.

Present and constituting a quorum:

Lauren Schwenk
Chuck Cavaretta
Jessica Petrucci

Vice Chair
Assistant Secretary
Assistant Secretary

Also present were:

Jill Burns
Roy Van Wyk
Rey Malave *by Zoom*
Chace Arrington *by Zoom*
Lisa Kelley *by Zoom*

District Manager, GMS
District Counsel, KVW Law
District Engineer, Dewberry
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 February 28,
2024 Board of Supervisors Meeting**

Ms. Burns presented the minutes for the February 28, 2024 Board of Supervisors meeting and asked for any questions, comments, or corrections. The Board had no changes to the minutes and there was a motion of approval.

On MOTION by Ms. Schwenk, seconded by Mr. Cavaretta, with all in favor, the Minutes of the February 28, 2024 Board of Supervisors Meeting, were approved.

March 27, 2024

Crosswinds East CDD

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2024-03
Ratifying the Series 2024 Bonds**

Ms. Burns noted that the District closed on the bonds on February 29, 2204 and this resolution ratifies, confirms, and approves all actions taken by the District officers and staff in coordination with the closing of those bonds. She offered to answer any Board questions. Hearing none, she asked for a motion of approval.

On MOTION by Mr. Cavaretta, seconded by Ms. Schwenk, with all in favor, Resolution 2024-03 Ratifying the Series 2024 Bonds, was approved.

FIFTH ORDER OF BUSINESS

**Consideration of Disclosure of Public
Financing**

Ms. Burns stated that this is recorded to put the property owners on notice of the bonds that were issued. There were no questions from the Board and there was a motion of approval.

On MOTION by Ms. Schwenk, seconded by Ms. Petrucci, with all in favor, the Disclosure of Public Financing, was approved.

SIXTH ORDER OF BUSINESS

**Review and Ranking of Proposals
Received for RFP for Construction
Services for Phase 2C Project and
Authorizing Staff to Send Notices of Intent
to Award (*to be provided under separate
cover*)**

Ms. Burns noted this item will be tabled. The current meeting will be continued when those documents are ready in a couple of weeks.

SEVENTH ORDER OF BUSINESS

**Ratification of Items Pertaining to Phase
1B and 1C**

- A. Notice to Proceed for Phase 1B**
- B. Notice of Commencement for Phase 1B**
- C. Notice to Proceed for Phase 1C**
- D. Notice of Commencement for Phase 1C**

Ms. Burns stated that these have already been signed and that they are just looking for a motion to ratify.

March 27, 2024

Crosswinds East CDD

On MOTION by Mr. Cavaretta, seconded by Ms. Petrucci, with all in favor, the Items Pertaining to Phase 1B and 1C, were ratified.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Van Wyk noted that they are following up on everything coming out of the legislature that recently adjourned for the year and will bring back any changes for the Board.

B. Engineer

Mr. Malave noted that they have already processed some requests. He offered to answer any Board questions. Hearing none, the next item followed.

C. District Manager’s Report

i. Approval of Check Register

Ms. Burns presented the check register to the Board from February 17th through March 15th totaling \$5,388.62. There were no Board questions and there was a motion of approval.

On MOTION by Ms. Schwenk, seconded by Mr. Cavaretta, with all in favor, the Check Register, 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.

NINTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

Continuation of Meeting to Wednesday, April 17, 2024 at 1:15 PM at 346 E. Central Avenue Winter Haven, Florida

March 27, 2024

Crosswinds East CDD

The meeting will be continued on April 17, 2024 at 1:15 p.m. for the purpose of review and ranking of the proposals for construction services.

On MOTION by Ms. Schwenk, seconded by Mr. Cavaretta, with all in favor, the meeting was continued to April 17, 2024.

Jill Burns

Secretary/Assistant Secretary

DocuSigned by:

Rennie Heath

8215EA2B8FB744A

Chairman/Vice Chairman