

**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, **July 24, 2024**, at 10:04 a.m. at 346 E. Central Avenue, Winter Haven, Florida.

Present and constituting a quorum:

Lauren Schwenk
Daniel Arnette
Chuck Cavaretta
Jessica Spencer

Vice Chairperson
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present were:

Jill Burns
Roy Van Wyk
Patrick Collins
Joel Blanco
Rey Malave
Joey Duncan
Lisa Kelley

District Manager, GMS
District Counsel, Kilinski Van Wyk
District Counsel, Kilinski Van Wyk
Field Manager, GMS
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. Four Board members were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

There were no members of the public present and none joining via Zoom.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the June 26, 2024,
Board of Supervisors Meeting**

Ms. Burns presented the minutes for the June 26, 2024, Board of Supervisors meeting and asked for any questions, comments, or corrections. The Board had no changes to the minutes.

July 24, 2024,

Crosswinds East CDD

On MOTION by Ms. Spencer, seconded by Mr. Arnette, with all in favor, the Minutes of the June 26, 2024, Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Public Hearings

A. Public Hearing on the Adoption of the Fiscal Year 2024/2025 Budget

Ms. Burns asks for a motion to open the Public Hearing.

On MOTION by Ms. Spencer, seconded by Mr. Cavaretta, with all in favor, Opening the Public Hearing, was approved.

Ms. Burns stated there were no members of the public present.

On MOTION by Ms. Schwenk, seconded by Ms. Spencer, with all in favor, Closing the Public Hearing, was approved.

i. Consideration of Resolution 2024-09 Adopting the District’s Fiscal Year 2024/2025 Budget and Appropriating Funds

Ms. Burns stated this resolution is included in the package for review. There was one change. There was a cap with a builder in place for the upcoming year assessments, which was \$900 net. The line items and budget will stay the same. Ms. Burns noted that they do not expect any field costs for any of the future phases, so the gross per unit for the platted townhome lots will reduce from \$1,344.09 to \$900 net, then increase the developer contribution back into that amount.

On MOTION by Ms. Schwenk, seconded by Mr. Cavaretta, with all in favor, Resolution 2024-09 Adopting the District Fiscal Year 2025 Budget and Appropriating Funds, was approved as amended.

ii. Consideration of Fiscal Year 2024/2025 Budget Deficit Funding Agreement

Ms. Burns stated this is with True Realist ate LLC, and they are the entity that will fund the deficit that will be billed as needed.

On MOTION by Ms. Schwenk, seconded by Mr. Arnette, with all in favor, the Fiscal Year 2024/2025 Budget Deficit Funding Agreement, was approved.

July 24, 2024,

Crosswinds East CDD

B. Public Hearing on the Imposition of Operations and Maintenance Special Assessment

Ms. Burns asks for a motion to open the public hearing.

On MOTION by Ms. Spencer, seconded by Mr. Arnette, with all in favor, Opening the Public Hearing, was approved.

i. Consideration of Resolution 2024-10 Imposing Special Assessments and Certifying an Assessment Roll

Ms. Burns stated that they are certifying their assessments in the Polk County tax bill that are being collected for operations and maintenance.

On MOTION by Mr. Arnette, seconded by Mr. Cavaretta, with all in favor, Resolution 2024-10 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

On MOTION by Ms. Spencer, seconded by Mr. Arnette, with all in favor, Closing the Public Hearing, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2024-11 Designation of a Regular Meeting, Date, Time, and Location for Fiscal Year 2024/2025

Ms. Burns stated their regular monthly meetings will be on the first Tuesday of the month at 10:15 a.m. at the same location.

On MOTION by Ms. Schwenk, seconded by Ms. Spencer, with all in favor, Resolution 2024-11 Designation of a Regular Meeting, Date, Time, and Location for Fiscal Year 2024/2025, was approved.

SIXTH ORDER OF BUSINESS

Consideration of the Adoption of Goals and Objectives for the District

On MOTION by Ms. Spencer seconded by Mr. Arnette with all in favor, the Adoption of Goals and Objectives for the District, was approved.

July 24, 2024,

Crosswinds East CDD

SEVENTH ORDER OF BUSINESS

Presentation of Fiscal Year 2023 Audit Report

Ms. Burns stated the audit report is included in the agenda on page 22. There were no findings or instances of noncompliance.

On MOTION by Mr. Arnette seconded by Mr. Cavaretta with all in favor, the Fiscal Year 2023 Audit Report, was approved.

EIGHTH ORDER OF BUSINESS

Staff Report

A. Attorney

Mr. Van Wyk did not have anything at this time.

B. Engineer

Mr. Malave stated they were working on a revised supplemental for Phase 2C. The Board sent them an updated cost of how much they want to spend so they are working in the new budget now.

C. Field Manager’s Report

Mr. Blanco stated they have been working on statement reviews throughout the roads. They are working for long time mows. They have been doing landscaping reviews throughout the district and believes everything is neat and tidy. They are monitoring one that has grass growing at a faster and higher rate than the other fields.

D. District Manager’s Report

i. Approval Check Register

On MOTION by Ms. Spencer, seconded by Mr. Arnette, with all in favor, the Check Register, was approved.

ii. Balance Sheet & Income Statement

Ms. Burns stated there is no action necessary

NINTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

July 24, 2024,

Crosswinds East CDD

TENTH ORDER OF BUSINESS

**Supervisors Requests and Audience
Comments**

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

Adjournment

Ms. Burns asked the Board for adjournment.

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

Jill Burns

Secretary/Assistant Secretary

Signed by:

Rennie Heath

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Chairman/Vice Chairman