

**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 Tuesday, **February 4, 2025** at 10:15 a.m. at 346 E. Central Avenue, Winter Haven, Florida.

Present and constituting a quorum:

Lauren Schwenk *via Zoom*
Jessica Spencer
Bobbie Henley
Lindsey Roden

Vice Chairperson
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present were:

Jill Burns
Roy Van Wyk
Rey Malave
Katie O'Rourke
Joel Blanco

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

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order at 10:25 a.m. and called the roll. Three Board members were present constituting a quorum. Ms. Schwenk joined via Zoom.

SECOND ORDER OF BUSINESS

Public Comment Period

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

THIRD ORDER OF BUSINESS

Organizational Matters

A. Administration of Oaths of Office to Newly Elected Board Members (Bobbie Henley – Seat #3, Lindsey Roden – Seat #4, and Jessica Spencer – Seat #5)

Ms. Burns administered the oath of office to Bobbie Henley, Lindsey Roden, and Jessica Spencer.

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B. Consideration of Resolution 2025-01 Canvassing and Certifying the Results of the Landowners' Election

Ms. Burns stated this resolution outlines the three seats that were up for election as well as the terms that all three Supervisors were elected to.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, Resolution 2025-01 Canvassing and Certifying the Results of the Landowner's Election, was approved.

C. Election of Officers

D. Consideration of Resolution 2025-02 Electing Officers

Ms. Burns stated previously Rennie Heath was Chairman, Lauren Schwenk was Vice Chairperson, and Lindsey Roden, Bobbie Henley, and Jessica Spencer were Assistant Secretaries along with George Flint. Jill Burns served as Secretary. The Board motioned to keep the same slate of officers.

On MOTION by Ms. Henley, seconded by Ms. Spencer, with all in favor, Resolution 2025-02 Electing Officers as Slated Above, was approved.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the September 25, 2024 Board of Supervisors Meeting & November 5, 2024 Landowners' Meeting

Ms. Burns presented the minutes from the September 24, 2024 Board of Supervisors meeting and the November 5, 2024 Landowner's meeting. She asked for any questions, comments, or corrections. Mr. Van Wyk had changes that were incorporated into the minutes.

On MOTION by Ms. Henley, seconded by Ms. Spencer, with all in favor, the Minutes of the September 25, 2024 Board of Supervisors Meeting and November 5, 2024 Landowners' Meeting, were approved as amended.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2025-03 Authorizing the Publication of Legal Advertisements and Public Notices on a Publicly Accessible Website in Polk County

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Ms. Burns noted that approval of this resolution will allow the District to utilize the Polk County website rather than the newspaper for the majority of their legal notices.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, Resolution 2025-03 Authorizing the Publication of Legal Advertisements and Public Notices on a Publicly Accessible Website in Polk County, was approved.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2025-04
Setting a Public Hearing on the Adoption
of Amenity Policies and Rates**

Ms. Burns stated that the policies and rates are included in the agenda package for review. The amenity facility is a couple of months out from opening so these need to be adopted. The public hearing is set for April 1st.

On MOTION by Ms. Henley, seconded by Ms. Roden, with all in favor, Resolution 2025-04 Setting a Public Hearing on the Adoption of Amenity Policies and Rates, was approved.

SEVENTH ORDER OF BUSINESS

**Consideration of 2025 Data Sharing and
Usage Agreement with Polk County
Property Appraiser**

Ms. Burns stated this is the annual renewal for the 2025 Data Sharing and Usage Agreement with Polk County Property Appraiser.

On MOTION by Ms. Henley, seconded by Ms. Spencer, with all in favor, the 2025 Data Sharing and Usage Agreement with Polk County Property Appraiser, was approved.

EIGHTH ORDER OF BUSINESS

**Consideration of 2025 Contract
Agreement with Polk County Property
Appraiser**

Ms. Burns stated this is the general agreement for supplying the parcel ID's.

On MOTION by Ms. Henley, seconded by Ms. Roden with all in favor, the 2025 Contract Agreement with Polk County Property Appraiser, was approved.

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NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Van Wyk had nothing to report.

B. Engineer

Mr. Malave had nothing to report.

C. Field Manager's Report

Mr. Blanco presented the Field Management Report on page 66 of the agenda package.

i. Consideration of Proposal for Trimming the Trees Bordering Walking Path in The Grove at Crosswinds

Mr. Blanco presented a proposal for trimming trees bordering the walking path in the Grove for \$3,150. Ms. Burns noted that they did have money in the budget for this item.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, the Prince Proposal for Trimming the Trees Bordering Walking Path in The Grove at Crosswinds, was approved.

D. District Manager's Report

Ms. Burns stated there will probably be amenity contracts for the April or May meeting for the Board to review.

i. Approval of Check Register

Ms. Burns presented the check register totaling \$18,860,143.93 for review. She offered to answer any questions.

On MOTION by Ms. Henley, seconded by Ms. Spencer, with all in favor, the Check Register totaling \$18,860,143.93, was approved.

ii. Balance Sheet and Income Statement

Ms. Burns noted financials are included in the agenda package for review. No action is required.

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TENTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

**Supervisors Requests and Audience
Comments**

There being no comments, the next item followed.

TWELFTH ORDER OF BUSINESS

Adjournment

Ms. Burns asked the Board for adjournment.

On MOTION by Ms. Spencer seconded by Ms. Roden with all in favor, the meeting was adjourned.

Jill Burns

Secretary/Assistant Secretary

Signed by:

Rennie Heath

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Chairman/Vice Chairman