

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

Present and constituting a quorum:

Jessica Spencer
Bobbie Henley
Lindsey Roden

Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present were:

Jill Burns
Savannah Hancock
Joey Duncan *by Zoom*
Joel Blanco

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

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order at 10:16 a.m. 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 and none joining via Zoom.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the February 4,
2025 Board of Supervisors Meeting**

Ms. Burns presented the minutes from the February 4, 2025 Board of Supervisors meeting and asked for any questions, comments, or corrections. The Board had no changes to the minutes.

On MOTION by Ms. Henley, seconded by Ms. Spencer, with all in favor, the Minutes of the February 4, 2025 Board of Supervisors Meeting, were approved as amended.
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March 4, 2025

Crosswinds East CDD

FOURTH ORDER OF BUSINESS

Consideration and Approval of Notice of Request for Proposals for Construction Services for Baker Dairy Road Offsite Roadway Improvements (Phase 1A) and Approval of Evaluation Criteria

Ms. Burns noted this project is ready for bid. The selection criteria are included as well as the map. The project manual will be available for pickup next Tuesday. Questions are due by Friday March 28th and the proposals are due back Friday April 11th. The dates were approved by Daniel.

On MOTION by Ms. Spencer, seconded by Ms. Roden, with all in favor, the Notice of Request for Proposals for Construction Services for Baker Dairy Road Offsite Roadway Improvements (Phase 1A) and Approval of Evaluation Criteria, was approved.

FIFTH ORDER OF BUSINESS

Consideration and Approval of Notice of Request for Proposals for Construction Services for Carl Boozer Road Offsite Roadway Improvements (Phase 1B) and Approval of Evaluation Criteria

Ms. Burns noted this item is the same timeline and selection criteria.

On MOTION by Ms. Henley, seconded by Ms. Roden, with all in favor, the Notice of Request for Proposals for Construction Services for Carl Boozer Road Offsite Roadway Improvements (Phase 1B) and Approval of Evaluation Criteria, was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hancock mentioned that she is working with GMS to take care of the conveyances.

B. Engineer

Mr. Duncan had nothing to report.

C. Field Manager's Report

Mr. Blanco presented the Field Management Report on page 20 of the agenda package.

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Crosswinds East CDD

i. Consideration of Proposal from Prince & Sons, Inc. to Add Pond Mowing and Dry Pond Discing to Landscape Maintenance Services Contract

Mr. Blanco presented a proposal to add or Phase 1 dry pond discing as well as pond mowing to the landscape maintenance services contract totaling \$46,200. The discing is every other month. The reoccurring schedule will start in April.

On MOTION by Ms. Roden, seconded by Ms. Henley, with all in favor, the Proposal from Prince & Sons, Inc. to Add Pond Mowing and Dry Pond Discing to Landscape Maintenance Services Contract, 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 noted the check register is included in the package for review and offered to answer any questions.

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

ii. Balance Sheet and Income Statement

Ms. Burns noted financial statements through January are included in the package for review. No action is required.

SEVENTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

EIGHTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS

Adjournment

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Crosswinds East CDD

Ms. Burns asked the Board for adjournment.

On MOTION by Ms. Henley 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