

**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, May 6, 2025** at 10:15 a.m. at 346 E. Central Avenue, Winter Haven, Florida.

Present and constituting a quorum:

Lauren Schwenk
Jessica Spencer
Bobbie Henley
Lindsey Roden

Vice Chairperson
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present were:

Jill Burns
Savannah Hancock *by Zoom*
Meredith Hammock
Chace Arrington *by Zoom*
Joey Duncan *by Zoom*
Joel Blanco
Marshall Tindall *by Zoom*

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

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order at 10:15 a.m. 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 by Zoom.

THIRD ORDER OF BUSINESS

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

Ms. Burns presented the minutes from the April 1, 2025 Board of Supervisors meeting and asked for any questions, comments, or corrections. The Board had no changes to the minutes.

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Crosswinds East CDD

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, the Minutes of the April 1, 2025 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2025-06, Approving the Proposed Fiscal Year 2025/2026 Budget (Suggested Date: August 5, 2025), Declaring Special Assessments, and Setting the Public Hearings on the Adoption of the Fiscal Year 2025/2026 Budget and the Imposition of Operations and Maintenance Assessments Public Hearing

Ms. Burns presented the resolution and the proposed Fiscal Year 2025/2026 budget to the Board. She noted the \$46,000 developer contribution will be removed. Ms. Burns added that the large capital reserve is due to only having one phase complete and they are working on finishing the other amenities. Ms. Burns offered to answer any questions on the budget.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, Resolution 2025-06 Approving the Proposed Fiscal Year 2025/2026 Budget, Declaring Special Assessments, and Setting the Public Hearings on the Adoption of the Fiscal Year 2025/2026 Budget and the Imposition of Operations and Maintenance Assessments Public Hearing on August 5, 2025, was approved as amended.

FIFTH ORDER OF BUSINESS

Review and Ranking of Proposals Received for Phase 1A and Phase 1B project RFPs and Authorization of Staff to send Notice of Intent to Award

Ms. Burns stated they did not receive the proposals, and this item will be tabled until next month's meeting.

SIXTH ORDER OF BUSINESS

Ratification of Phase 1 Conveyance Documents

Ms. Burns stated these documents have already been executed by the Chairman and they need to be ratified.

On MOTION by Ms. Henley, seconded by Ms. Spencer, with all in favor, the Phase 1 Conveyance Documents, were ratified.

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SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hammock had nothing to report but offered to answer questions.

B. Engineer

Mr. Arrington had nothing to report.

C. Field Manager's Report

Mr. Blanco presented the Field Management Report on page 47 of the agenda package. He stated the GMS staff has continued to conduct overall reviews in the District. They have found the landscaping remains in great condition. He noted irrigation in Phase 1 is currently being installed. He continued with the pond reviews, stating the appearance is more uniformed than it has been. The vendor has continued to spray the leftover vegetation for the next scheduling and the rest of the leftover vegetation will be treated.

Mr. Blanco stated they have completed their amenity reviews. He stated the cabana exterior has been completed with water meter and landscaping pending installation but hopes it will be finished soon. He noted the pool and dog park fencing have been completed with some dog equipment still pending on the installation. The playground has been built and is waiting on the installation of the rubber mulch.

Mr. Blanco stated they found in their review large amounts of sand bordering the easement by Powerline Road. He believes this is due to run-off and he will continue to monitor the situation.

i. Consideration of Proposal for Pest Control Services at the Amenity Center

Mr. Blanco presented the proposal for pest control services at the Amenity Center. He stated this will be an annual amount of \$730 and is in the budget

On MOTION by Ms. Spencer, seconded by Ms. Schwenk, with all in favor, the Pest Control Services Proposal at the Amenity Center, was approved.

ii. Consideration of Proposal for Pool Chair Lift

Mr. Blanco presented the proposal for a pool chair lift for \$13,500.

On MOTION by Ms. Spencer, seconded by Ms. Roden, with all in favor, the Proposal totaling \$13,500 for a Pool Chair Lift, was approved.

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D. District Manager's Report

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. Roden, with all in favor, the Check Register, was approved.

ii. Balance Sheet and Income Statement

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

iii. Presentation of Number of Registered Voters—1

Ms. Burns stated there is currently one registered voter in the District.

EIGHTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

Adjournment

Ms. Burns asked the Board for adjournment.

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

Jill Burns

Secretary/Assistant Secretary

Signed by:

Rennie Heath

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Chairman/Vice Chairman