

**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 28, 2025** at 9:03 a.m. at the Offices of PRIME Community Management, 375 Avenue A SE, 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
Meredith Hammock
Joey Duncan *by Zoom*
Chace Arrington *by Zoom*
Joel Blanco
Marshall Tindall

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 9:03 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 joined by Zoom.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the May 6, 2025
Board of Supervisors Meeting**

Ms. Burns presented the minutes from the May 6, 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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On MOTION by Ms. Roden, seconded by Ms. Henley, with all in favor, the Minutes of the May 6, 2025 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Review and Ranking of Proposals Received for Phase 1A and Phase 1B Project and Authorization of Staff to Send Notice of Intent to Award

Ms. Burns informed the Board that she spoke with the Chair prior to this meeting, and he stated that he wanted to review the rankings with the engineer a little more and asked that the Board consider continuing this item to a future meeting agenda. Ms. Burns suggested tabling this item until the following week. The Board had no objections, and the next item followed.

FIFTH ORDER OF BUSINESS

Consideration of Proposals for Security Camera Installation and Service from Current Demands (NOT A CLOSED SESSION)

Ms. Burns stated that this proposal is for camera installation and overnight monitoring for the new amenity facility that should be opening soon. She stated that it is substantially similar to the ones the Board has seen in other Districts. Ms. Burns noted that the one-time camera installation is \$5,342.67, and the monthly monitoring is \$120. She also informed the Board that they have been getting push back from the Haines City Police Department regarding code enforcement and not being called or responding to alarms. After a brief discussion with the Board on this matter, Ms. Burns stated that she still believes the security cameras will be beneficial. The next item followed.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, the Proposal for Security Camera Installation and Service from Current Demands, was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hammock reminded the Board of the ethics training due by the end of the year and the Form 1 is due July 1, 2025. Ms. Hammock had nothing else to report but offered to answer

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questions. There was a question regarding not getting the Form 1 via e-mail and Ms. Hammock stated she would check on that.

B. Engineer

Mr. Arrington had nothing to report.

C. Field Manager's Report

Mr. Blanco presented the Field Manager's report to the Board. He stated that they continue to conduct overall reviews of the landscaping throughout the District, noting that the landscaping at The Groves across from Crosswinds remains in great condition, thriving as they transition into the summer season. Mr. Blanco also noted that the walking path on the right-side entrance by the amenity recently had sod installed. He stated that the irrigation in Phase 1 on East Crosswinds Boulevard is progressing and close to completion. Mr. Blanco noted that plantings have started along the Carl Boozer entrance on Phase 1 and then sod installation will follow. He stated that they have started on some drainage easement areas in Phase 1.

Mr. Blanco informed the Board that he got a call from Haines City Code Compliance regarding trash in some of the CDD owned tracts due to the builders. He noted that he is working with Code Compliance, trying to find some leeway in having that cleaned up. Mr. Blanco stated that they have also been doing pond reviews, and the ponds were of satisfactory standard, being more uniform with less vegetation. He noted that the cabana exterior, the pool fencing, and equipment fencing area have all been completed. The pool has been filled and serviced, the dog park had trees installed inside to the left of the track and overall the amenity has progressed a lot since the previous meeting with the Board. Mr. Blanco stated that the playground area is the only thing pending equipment installation, including rubber mulch. Mr. Blanco informed the Board that he was made aware of that being scheduled for June and CDD specific signs have been ordered and they are scheduling the installation of those signs closer to the opening of the amenity. He noted that the only thing missing is the pool furniture inside of the amenity.

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.

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On MOTION by Ms. Roden, seconded by Ms. Spencer, 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.

SEVENTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

EIGHTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

Ms. Burns discussed the continuation of the meeting with the Board and informed them that it will take place on Thursday, June 5, 2025, at 11:00 a.m. at the Holiday Inn, 200 Cypress Gardens Boulevard, Winter Haven, FL 33880.

NINTH 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 continued to Thursday June 5, 2025 @ 11:00 AM @ the Holiday Inn Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida 33880.

Jill Burns

Secretary/Assistant Secretary

Signed by:

Rennie Heath

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Chairman/Vice Chairman