

**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 on **Tuesday, January 6, 2026**, at 9:15 a.m. at 346 E. Central Ave., Winter Haven, Florida.

Present and constituting a quorum:

Lauren Schwenk *by Zoom*
Jessica Spencer
Bobbie Shockley
Lindsey Roden

Vice Chairman
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present were:

Jill Burns
Meredith Hammock
Marshall Tindall
Chace Arrington

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

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order at 9:15 a.m. and called the roll. Three Board members were present in person constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

There were no members of the public present, and none joining by Zoom. There being no comments, the next item followed.

THIRD ORDER OF BUSINESS

**Approval of Minutes of December 2, 2025,
Board of Supervisors Meeting**

Ms. Burns presented the minutes from December 2, 2025, Board of Supervisors meeting. The Board had no changes to the minutes.

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Crosswinds East CDD

On MOTION by Ms. Shockley, seconded by Ms. Spencer, with all in favor, the Minutes of the December 2, 2025, Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Consideration of Irrigation Cost Share Agreement

Ms. Burns stated the meters for the common areas in the Grove also serve the private lots, so this is a cost share agreement with the service provider. She noted they installed something on the meters to read each portion. She explained they will read those meters once a month and will bill the service provider for the share that is for the private lots. She noted the account will be in the CDD’s name.

On MOTION by Ms. Spencer, seconded by Ms. Roden, with all in favor, the Irrigation Cost Share Agreement, was approved in substantial form.

FIFTH ORDER OF BUSINESS

Ratification of 2026 Data Sharing and Usage Agreement with Polk County Property Appraiser

Ms. Burns stated this agreement had already been executed, they are just looking for ratification.

On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, the 2026 Data Sharing and Usage Agreement with Polk County Property Appraiser, was ratified.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hammock stated she had nothing to report but could answer any questions. She also reminded the Board of the ethics training for the new calendar year and the new training requirements.

B. Engineer

Mr. Arrington had nothing to report from the District engineer.

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C. Field Manager’s Report

i. Review of Discing Options for Landscaping Contract *(to be provided under separate cover)*

Mr. Tindall reviewed the field manager’s report. The completed items include holiday lights were installed as approved, entry fill-ins for Grove at Crosswinds were installed along with a few trees at the amenity, and a living cloud-based map that staff created. The contracted services items include current landscape maintenance looks good with beds that are detailed and neat, orienting new landscaper as contract shifts from Prince and Sons to Yellowstone at the beginning of the month, amenity pool and janitorial are doing well with no issues to noted currently, and the overall site maintenance is satisfactory. The in progress items include soliciting vendors to separate discing proposals, coordinating final punch list items with incumbent landscaper: minor irrigation repairs and plant replacements, and continuing to monitor the park tracts and other areas as they progress and come online.

Mr. Tindall reviewed and presented discing options for landscaping contract. After discussion, the Board decided to go with Prince and Sons.

On MOTION by Ms. Shockley, seconded by Ms. Spencer, with all in favor, the Prince and Sons Contract for Discing, was approved.

D. District Manager’s Report

i. Approval of Check Register

Ms. Burns presented the check register and offered to answer any Board questions.

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

ii. Balance Sheet & Income Statement

Ms. Burns noted that the financial statements are included in the agenda package for Board review and that no action is required.

SEVENTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

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EIGHTH ORDER OF BUSINESS

Supervisors' Requests and Audience Comments

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS

Adjournment

Ms. Burns asked the Board for adjournment.

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

Jill Burns
Secretary/Assistant Secretary

DocuSigned by:
Laron O. Schaub
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Chairman/Vice Chairman