

**MINUTES OF MEETING
CROSSWINDS EAST
COMMUNITY DEVELOPMENT DISTRICT**

The continued meeting of the Board of Supervisors of the Crosswinds East Community Development District was held on **Tuesday, March 3, 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
Lindsey Roden
Bobbie Shockley

Vice Chairperson
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present were:

Jill Burns
Meredith Hammock
Megan Birnholz-Couture *by Zoom*
Chace Arrington *by Zoom*
Rey Malave *by Zoom*
Marshall Tindall

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

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 February 3, 2026
Board of Supervisors Meeting**

Ms. Burns presented the minutes from February 3, 2026 Board of Supervisors meeting. The Board had no changes to the minutes.

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On MOTION by Ms. Shockley, seconded by Ms. Spencer, with all in favor, the Minutes of the February 3, 2026 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Consideration of Proposals from Nation Security for Amenity Security Patrol Services

A. Seasonal 16 Hours Per Week Option

B. Season 7 Days Per Week Option

Ms. Burns reviewed the proposals for amenity security patrol services. Two main options were discussed: Option one involves increased staffing from spring break through Labor Day, providing coverage on weekends and daily during the summer, while option two offers limited summer staffing with no weekend coverage between spring break and Memorial Day. The budget for security is \$52,000, and both options fall under budget option one by \$13,000 and option two by \$24,000. The second amenity facility will not be open this fiscal year, so only one facility is being considered for security coverage.

On MOTION by Ms. Shockley, seconded by Ms. Roden, with all in favor, the Proposals from Nation Security for Amenity Security Patrol Services Option One, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Assignment of Amenity Center Construction Contract

Ms. Burns stated this was entered into by the developer and would be assigned to the CDD.

On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, the Assignment of Amenity Center Construction Contract, was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hammock stated she had nothing to report.

B. Engineer

Mr. Arrington stated he had nothing to report.

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C. Field Manager's Report

Mr. Tindall reviewed the overall maintenance. The current maintenance update indicates a waiting period, with routine trash pickup ongoing and amenities in good condition. The team is closely monitoring plant health, especially as the season changes, to assess which vegetation will recover after recent cold snaps. New park areas and a playground are being integrated into operations and insurance coverage. Proposals for additional common areas are being collected, and preparations are underway to keep the grounds in optimal shape as the weather transitions. He stated the report highlights several maintenance and repair items, including estimates for light facade repairs, sign replacement, and landscaping work. These items have already been submitted to the insurance company; the sign is insured, but landscaping coverage is uncertain and will be verified. Construction continues with new features like a dog park, additional park areas, perimeter improvements, and a playground being added. These updates will be incorporated into the next round of maintenance and included in the Yellowstone contract.

i. Consideration of Proposals for Entrance Area Repair on Carl Boozer

Mr. Tindall reviewed repair work for the ball or sign facade, which was damaged when a vehicle struck it and displaced stones. It also mentions replacing a cabinet and landscape elements, with Yellowstone handling disposal and replacement. The project is pending suitable weather and may not be covered by insurance.

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| On MOTION by Ms. Shockley, seconded by Ms. Spencer, with all in favor, the Proposals for Entrance Area Repair on Carl Boozer, was approved. |
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ii. Consideration of Proposal from Yellowstone for Replacement Landscaping for Grove at Crosswinds Areas

Mr. Tindall reviewed two repair and replacement proposals focused on the growth crosswinds area, particularly the entrance sign and surrounding plantings. The proposals address issues with failing plants, such as jasmine struggling in sandy soil, and recommend replacing them with more resilient species and adding color. There is also a proposal for sod replacement and a magnolia tree near the amenity area, intended to improve curb appeal and fill in bare spots as weather permits. Budget details are included to ensure the projects remain within allocated

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landscaping funds. He will send out a budget for this. There's \$32,489 left in the Landscaping budget right now.

On MOTION by Ms. Shockley, seconded by Ms. Spencer, with all in favor, the Proposal from Yellowstone for Replacement Landscaping for Grove at Crosswinds Areas, was approved.

iii. Consideration of Addendum to Landscape Maintenance Services Contract

Mr. Tindall reviewed Yellowstone phase and other related phases that are progressing, using TCID time management. A summary on page 185 and detailed breakdowns on page one of five show that each parcel is handled individually to determine rates. The newly included section is highlighted in yellow, with a total expansion cost of \$129,384. The overall maintenance budget is \$400,000, but this does not include additional services, which will be approved as needed throughout the year. Maps and subtotals for new and existing services are available, while some upcoming items in gray are still pending and expected to be ready soon. He noted the awarded contracts include two main items: Yellowstone's current contract for \$181,980 and a separate line item for \$18,000. While the formal offer also covered the yellow area along the boulevard for \$3,000, this section was not ready during the initial contract discussions. Although it was projected as part of the overall plan and included in formal documentation, it was not explicitly written into the contract but was later formally added.

On MOTION by Ms. Shockley, seconded by Ms. Spencer, with all in favor, the Addendum to Landscape Maintenance Services Contract, was approved.

D. District Manager's Report

i. Approval of Check Register

Ms. Burns presented the Check Register and stated it is in the package for review.

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

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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.

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. Shockley, 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