

**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, August 12, 2026**, at 9:30 a.m. at 346 E. Central Ave., Winter Haven, Florida.

Present and constituting a quorum:

Jessica Spencer
Lindsey Roden
Bobbie Shockley

Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present were:

Jill Burns
Meredith Hammock *by Zoom*
Chace Arrington *by Zoom*
Marshall Tindall

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 9:32 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. There being no comments, the next item followed.

THIRD ORDER OF BUSINESS

**Approval of Minutes of May 5, 2026 Board
of Supervisors Meeting**

Ms. Burns presented the minutes from May 5, 2026, Board of Supervisors meeting and asked for any comments, corrections, or changes. 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 May 5, 2026, Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Public Hearing

A. Public Hearing on the Adoption of the Fiscal Year 2026/2027 Budget

Ms. Burns asked for a motion to open the public hearing.

On MOTION by Ms. Spencer, seconded by Ms. Shockley, with all in favor, Opening the Public Hearing, was approved.

i. Consideration of Resolution 2026-04 Adopting the District's Fiscal Year 2026/2027 Budget and Appropriating Funds

Ms. Burns reviewed the proposed Fiscal Year 2026/2027 budget and noted several changes from the prior year, including increases associated with staffing, fuel, pool maintenance, landscape maintenance, stormwater management, and other operating expenses. Ms. Burns noted that the budget reflects an increase in assessments, with the increase varying by unit type. The Board discussed the timing of future budget meetings and requested that the process begin earlier to allow additional time for review and consideration of potential future options for reducing expenses.

There being no public comments, Ms. Burns asked for a motion to approve Resolution 2026-04 as amended.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, Resolution 2026-04 Adopting the District's Fiscal Year 2026/2027 Budget and Appropriating Funds as amended, was approved.

Ms. Burns asked for a motion to close the public hearing.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, Closing the Public Hearing, was approved.

B. Public Hearing on the Imposition of Operations and Maintenance Special Assessments

Ms. Burns asked for a motion to open the public hearing

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On MOTION by Ms. Shockley, seconded by Ms. Spencer, with all in favor, Opening the Public Hearing, was approved.

ii. Consideration of Resolution 2026-05 Imposing Special Assessments and Certifying an Assessment Roll

Ms. Burns reviewed Resolution 2026-05, imposing special assessments and certifying the assessment roll, and noted that the single-family lots had an increase above the previously noticed amount. Mailed notice was provided to all affected single-family product types within the community. The resolution certifies the assessments for collection based on the Fiscal Year 2026/2027 Budget approved by the Board, as well as the previously levied debt assessments. Staff noted an amendment to reflect that the applicable phase would be direct billed.

On MOTION by Ms. Spencer, seconded by Ms. Roden, with all in favor, Resolution 2026-05 Imposing Special Assessments and Certifying an Assessment Roll as amended, was approved.

Ms. Burns asked for a motion to close the public hearing.

On MOTION by Ms. Spencer, seconded by Ms. Roden, with all in favor, Closing the Public Hearing, was approved.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2026-06
Designation of a Regular Monthly Meeting
Date, Time, and Location for Fiscal Year
2026/2027**

Ms. Burns reviewed Resolution 2026-06, designating the regular meeting dates, times, and location for Fiscal Year 2027. She noted that meetings were previously held on the first Tuesday of the month at the prior location; however, with residents now in the community, the meetings have been relocated to the current location and coordinated with other scheduled meetings. The proposed schedule provides for quarterly meetings on the fourth Thursday of the month; with the November meeting moved earlier in the month due to the Thanksgiving holiday.

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On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, Resolution 2026-06 Designation of a Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2026/2027, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2026-07 Designating a Date, Time, and Location for a Landowners' Meeting and Election (Monday, November 16, 2026) (Seat #1, Seat #2 & Seat #5)

Ms. Burns reviewed Resolution 2026-07, designating the date, time, and location for the Landowners' Election. Staff discussed potentially holding the election at the Lake Alfred Library in conjunction with another scheduled meeting; however, confirmation of the library's availability had not been received. The Board agreed to maintain the current location and schedule the Landowners' Election for November 16, 2026, at 3:00 p.m.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, Resolution 2026-07 Designating a Date, Time, and Location for a Landowners' Meeting and Election (Monday, November 16, 2026) (Seat #1, Seat #2 & Seat #5), was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Pool Furniture Equipment Lease/Purchase Agreement with HNB Property, LLC

Ms. Burns presented the updated pool furniture and equipment lease purchase agreement with HNB Property. A prior version of the agreement had been approved by the Board; however, no payments had been made, and the agreement had not yet been processed. The updated agreement reflects changes to the pool furniture and additional items to be purchased and will replace the previously approved agreement.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, the Pool Furniture and Equipment Lease Purchase Agreement with HNB Property, was approved.

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EIGHTH ORDER OF BUSINESS

**Consideration of Fitness Equipment
Lease/Purchase Agreement with Rodney
W. Bonnett**

Ms. Burns presented the fitness equipment lease agreement with Rodney W. Bonnett, including the associated invoice and payment schedule.

On MOTION by Ms. Shockley, seconded by Ms. Roden, with all in favor, the Fitness Equipment Lease Purchase Agreement with Rodney W. Bonnett, was approved.

NINTH ORDER OF BUSINESS

**Ratification of Addendum to Pool
Maintenance Services Agreement for
Temporary Fuel Surcharge**

Ms. Burns presented an addendum to the pool maintenance service agreement providing for a temporary \$50 fuel surcharge being charged by the pool vendor.

On MOTION by Ms. Shockley, seconded by Ms. Roden, with all in favor, the Addendum to Pool Maintenance Services Agreement for Temporary Fuel Surcharge in the Amount of \$50, was ratified.

TENTH ORDER OF BUSINESS

**Presentation of Fiscal Year 2025 Audit
Report**

Ms. Burns presented the Fiscal Year 2025 Audit Report and reviewed the report to management, noting that the District received a clean audit with no instances of noncompliance. The audit was submitted to the State by the June 30th deadline.

On MOTION by Ms. Spencer, seconded by Ms. Roden, with all in favor, the Fiscal Year 2025 Audit Report, was approved.

ELEVENTH ORDER OF BUSINESS

**Consideration of Engagement Letter for
Fiscal Year 2026 Audit**

Ms. Burns presented the engagement letter for the Fiscal Year 2026 audit, noting that it was part of a multi-year contract previously awarded by the Board. The Fiscal Year 2026 audit fee is not to exceed \$5,900.

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On MOTION by Ms. Spencer, seconded by Ms. Shockley, with all in favor, the Engagement letter for Fiscal Year 2026 with a NTE \$5,900, was approved.

TWELFTH ORDER OF BUSINESS**Goals and Objectives****A. Adoption of Fiscal Year 2027 Goals & Objectives**

Ms. Burns presented the Fiscal Year 2027 Goals and Objectives and reviewed the Fiscal Year 2026 Goals and Objectives. It was noted that the proposed Fiscal Year 2027 goals and objectives remain the same as those previously adopted for Fiscal Year 2026.

B. Review of Approved Fiscal Year 2026 Goals & Objectives and Authorizing Chair to Execute Final Form

The Board discussed authorizing the Chair to review the Fiscal Year 2026 Goals and Objectives at the end of the Fiscal Year, confirm that the goals have been met, and execute the final report.

On MOTION by Ms. Spencer, seconded by Ms. Roden, with all in favor, Adoption of the Fiscal Year 2027 Goals and Objectives and Authorizing the Chair to Review and Execute the Fiscal Year 2026 Goals and Objectives Report at the End of the Fiscal Year, was approved.

THIRTEENTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

Ms. Hammock stated she had no specific items to report and offered to answer any questions from the Board.

B. Engineer

Mr. Arrington stated that he had no specific items to report and offered to answer any questions from the Board.

C. Field Manager's Report

Mr. Tindall provided updates on ongoing maintenance items throughout the District, He reported that fencing along Katrina Drive was being evaluated for potential warranty issues, damaged fence sections had been reset, entrance lighting had been inspected and was operational,

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excess trash cans from Phase 2C were being stored for future amenity use, loose items at the outdoor gym had been repaired, and mowing and detailing services were generally progressing well. Mr. Tindall also discussed wear on the soccer field caused by heavy use. The Board discussed complaints regarding large groups and non-residents using the field, possibly signage limiting to Crosswinds East residents and patrons, additional security, future fencing/access control, and possible improvements to the soccer goals to reduce field damage. Staff will continue monitoring the area and investigate options as needed.

i. Presentation of Yellowstone Landscape Report for July

Mr. Tindall reviewed current landscaping concerns throughout the District. He discussed entrance plantings, replacement needs, irrigation, palm maintenance, mulch, and areas requiring additional attention. He noted that certain dead or declining palms had already been removed and replacements were scheduled. The Board discussed prioritizing highly visible areas, particularly entrances, the amenity area, and the main boulevard, while deferring lower-priority work where appropriate.

ii. Consideration of Proposals Related to Landscape Services

a) Irrigation Pre-Authorization for Rate Discount

Mr. Tindall presented a pre-authorization option for irrigation repairs that would allow Yellowstone to complete necessary repairs up to \$1,500 without obtaining individual proposals and would provide approximately a 10% savings. He noted that irrigation repairs are often time-sensitive and that the authorization would allow repairs to be completed more quickly.

On MOTION by Ms. Shockley, seconded by Ms. Spencer, with all in favor, the Irrigation Repair Pre-Authorization up to \$1,500 with a 10% Savings, was approved.
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b) Hammock Place Dog Park Area Sod & Irrigation

Mr. Tindall reviewed the proposed sod and irrigation improvements near the Hammock Place dog park area and discussed the existing site conditions and areas requiring improvement. The Board discussed prioritizing work based on available landscape replacement funds and coordinating improvements with other landscaping needs throughout the District.

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c) Plant Replacements in Various Areas

Mr. Tindall reviewed the proposals for plant and tree replacements throughout the District, including dead trees, palms, landscape beds, entrances, and other high-visibility locations. The Board discussed available landscape replacement and contingency funds and agreed to prioritize the most visible and necessary improvements while deferring certain mulch and lower-priority items.

On MOTION by Ms. Shockley, seconded by Ms. Roden, with all in favor, the Proposal Items 1A, 2, 3A, 3D and 3G, was approved.

d) Powerline Adjacent Overgrowth Clean-Up

Mr. Tindall discussed overgrowth along the right-of-way adjacent to Powerline Road that was interfering with District landscape maintenance. The Board discussed whether the area was County-maintained and the possibility of future roadway improvements. Staff was directed to determine responsibility for the area and coordinate with the County and/or developer regarding cleanup before proceeding with District-funded work.

iii. Consideration of Proposals for Holiday Lighting**a) American Illumination**

Mr. Tindall reviewed the holiday lighting proposal from American Illumination and noted concerns regarding availability of exterior power at several entrances. He explained that the proposal did not fully account for the lack of available power outlets at certain locations. No action was taken on the American Illumination proposal.

b) Festive Glow

Mr. Tindall reviewed the Festive Glow proposal and recommended it over the other options because it better accounted for the existing power limitations and provided several alternatives for the Board to consider. The Board discussed concentrating the lighting at the community entrances, eliminating the amenity center from the initial installation, retaining lighting on the palm trees, and entering into a three-year agreement to obtain the available discount.

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On MOTION by Ms. Shockley, seconded by Ms. Spencer, with all in favor, the Festive Glow Proposal for a Three-Year Term, with the Amenity Center Lighting Removed from the Proposal, was approved.

iv. Consideration of Proposal for Fencing for The Grove at Crosswinds

Mr. Tindall presented fencing options for the Grove at Crosswinds to address pedestrian and horse traffic traveling through the area adjacent to the dog park and neighboring homes. The proposed fencing would connect the existing perimeter fencing to the dog park fencing while maintaining appropriate access. Two proposals in approximately the \$4,000 range were reviewed. The Board discussed property boundaries, potential permitting and survey requirements, and the need for a field contingency should additional work be necessary.

On MOTION by Ms. Shockley, seconded by Ms. Roden, with all in favor, the Pineapple Services Fencing Proposal, Subject to Any Necessary Field Contingency and Confirmation of the Property Boundary, 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. There being no questions a motion was made to approve the check register.

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

ii. Balance Sheet & Income Statement

The financial statements were also presented for the Board's review, with no questions or comments.

FOURTEENTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

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FIFTEENTH ORDER OF BUSINESS

**Supervisors' Requests and Audience
Comments**

There being no comments, the next item followed.

SIXTEENTH 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

Signed by:

Rennie Heath

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Chairman/Vice Chairman