

**MINUTES OF MEETING  
CROSSROADS VILLAGE CENTER  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Crossroads Village Center Community Development District was held on **Wednesday, September 24, 2025**, at 1:32 p.m. at the Lake Alfred Public Library, 245 N. Seminole Ave., Lake Alfred, Florida.

Present and constituting a quorum:

Syed Raza  
Richard Laccabue  
Bill Hardman

Chairman  
Vice Chairman  
Assistant Secretary

Also present were:

Jill Burns  
Jennifer Kilinski  
Lindsay Moczynski  
Dave Schmitt

District Manager, GMS  
District Counsel, KVV Law  
District Counsel, KVV Law  
District Engineer, Schmitt Engineering

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Burns called the meeting to order and called the roll. Three Supervisors were present in person constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Ms. Burns stated that no members of the public were present or attending via Zoom.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the August 27,  
2025 Board of Supervisors Meeting**

Ms. Burns presented the minutes of the August 27, 2025 Board of Supervisors meeting and asked for any comments, corrections, or changes. The Board had no changes to the minutes.

On MOTION by Mr. Raza, seconded by Mr. Hardman. with all in favor, the Minutes of the August 27, 2025 Board of Supervisors Meeting, were approved.
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**FOURTH ORDER OF BUSINESS****Consideration of Resolution 2025-21,  
Extending and Updating Board Seat  
Terms**

Ms. Burns reviewed Resolution 2025-21 which extended and updated the terms of the Board seats. She explained that once the District reached the threshold for switching to resident elections, those elections would have to take place in even-numbered years through the Supervisor of Elections. She added that there were current Board seats set to expire in 2025 and others in 2027, so the resolution extended those terms to align them with the even-year general election cycle.

On MOTION by Mr. Raza, seconded by Mr. Hardman, with all in favor, Resolution 2025-01 Extending and Updating Board Seat Terms was approved.

**FIFTH ORDER OF BUSINESS****Presentation of Memo Regarding  
Amendments to District Rules of  
Procedure**

Ms. Kilinski explained that the District had adopted its operating rules many years ago, and since then several state statutory changes had occurred. She noted that the rules covered things like bidding procedures, audit procurement, agenda posting, and meeting notice requirements. She added that one significant change she highlighted was the updated law allowing Districts to publish a single annual meeting notice instead of advertising every individual regular meeting, which could save the District money. Ms. Burns reviewed updates to procurement requirements and RFQ timelines. She said that the memo outlined all the statutory changes.

Ms. Kilinski noted that adopting updated rules now requires a longer 35-day notice period due to recent legislative changes, meaning the earliest public hearing would need to be two meetings under the new schedule.

**A. Consideration of Resolution 2025-22 Setting a Public Hearing on the Adoption of  
Amended and Restated Rules of Procedure for the District**

Ms. Burns stated that with the meeting schedule confirmed, she recommended holding the public hearing on December 9 at 2:00 p.m. at the same location. The Board was told that a motion would be needed to approve Resolution 2025-22 to set that public hearing date.

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On MOTION by Mr. Hardman, seconded by Mr. Raza, with all in favor, Resolution 2025-22 Setting a Public Hearing on the Adoption of Amended and Restated Rules of Procedure for the District for December 9, 2025 at 2:00 p.m., was approved.

## **SIXTH ORDER OF BUSINESS**

### **Discussion Regarding Fiscal Year 2026 Meeting Schedule (*Wednesday Not Available at Current Meeting Location*)**

#### **A. Consideration of Resolution 2025-23 Adopting an Amended Fiscal Year 2026 Meeting Schedule Date, Time & Location**

Ms. Burns stated that the Board had initially planned to keep meetings on the fourth Wednesday of the month at 1:30 p.m. Ms. Burns explained that a Mahjong group now takes the library room every Wednesday. That meant the Board either had to choose a different day or time or move to a paid venue. Schedule conflicts were discussed, and the Board agreed to set the FY2026 meetings for the second Tuesday of the month at 2:00 p.m. at the same library location. Ms. Burns said they would send calendar invites with the new date and time.

On MOTION by Mr. Raza, seconded by Mr. Hardman, with all in favor, Resolution 2025-23 Adopting an Amended Fiscal Year 2-26 Meeting Schedule Date, Time & Location, was approved.

## **SEVENTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. Attorney**

Ms. Kilinski stated that they had already given most of their updates at the previous meeting. She reminded the Boards that heading into the holidays meetings might be canceled. She added that Board members needed to finish their required four-hour ethics training by the end of the year. She noted that this applied to anyone who had been in their seat before March 2025.

#### **B. Engineer**

Mr. Schmidt stated that he had nothing to report but could answer any questions.

#### **C. District Manager's Report**

- i. Approval of Check Register**
- ii. Balance Sheet & Income Statement**

Ms. Burns presented the check register which was included in the agenda package for Board review. She stated that she was happy to answer any questions.

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On MOTION by Mr. Raza, seconded by Mr. Hardman, with all in favor, the Check Register, was approved.

**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 for a motion to adjourn the meeting.

On MOTION by Mr. Raza, seconded by Mr. Hardman, with all in favor, the meeting was adjourned.

*Jill Burns*

Secretary/Assistant Secretary

Signed by:

*Syed Raza*

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Chairman/Vice Chairman