

**MINUTES OF MEETING  
WINDWARD AT LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Windward at Lakewood Ranch Community Development District held a Regular Meeting on June 8, 2022, at 12:00 P.M., at 5800 Lakewood Ranch Blvd, Sarasota, FL 34240.

**Present were:**

Pete Williams	Chair
John Leinaweaver (via telephone)	Vice Chair
Dale Weidemiller	Assistant Secretary
John Blakley	Assistant Secretary

**Also present, were:**

Chuck Adams	District Manager
Mike Kennedy	District Engineer
Pam Curran	Neal Communities
John Noakes	Resident

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 12:00 p.m. Supervisors Williams, Weidemiller and Blakley were present. Supervisor Leinaweaver was attending via telephone. Supervisor Foster was not present.

**SECOND ORDER OF BUSINESS**

**Public Comments: Agenda Items (*limited to 3 minutes per individual*)**

There were no public comments.

**THIRD ORDER OF BUSINESS**

**Ratification of Resolution 2022-11,  
Appointing and Removing Officers of the  
District and Providing for an Effective Date**

Mr. Adams presented Resolution 2022-11.

**On MOTION by Mr. Williams and seconded by Mr. Weidemiller, with all in favor, Resolution 2022-11, Appointing and Removing Officers of the District and Providing for an Effective Date, was ratified.**

**FOURTH ORDER OF BUSINESS**

**Ratification of Resolution 2022-12, Directing the District Manager to Appoint Signors on the Local Bank Account; and Providing an Effective Date**

Mr. Adams presented Resolution 2022-12.

**On MOTION by Mr. Williams and seconded by Mr. Weidemiller, with all in favor, Resolution 2022-12, Directing the District Manager to Appoint Signors on the Local Bank Account; and Providing an Effective Date, was ratified.**

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-13, Redesignating the Primary Administrative Office and Principal Headquarters of the District and Providing an Effective Date**

Mr. Adams presented Resolution 2022-13.

**On MOTION by Mr. Williams and seconded by Mr. Weidemiller, with all in favor, Resolution 2022-13, Redesignating the Primary Administrative Office to 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 and 5800 Lakewood Ranch Blvd., Sarasota, Florida 34240 as the Principal Headquarters of the District and Providing an Effective Date, was adopted.**

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-14, Authorizing and Approving Change of Registered Agent and Registered Office of the District, and Providing for an Effective Date**

Mr. Adams presented Resolution 2022-14.

**On MOTION by Mr. Weidemiller and seconded by Mr. Williams, with all in favor, Resolution 2022-14, Authorizing and Approving Change of Registered Agent and Registered Office of the District, Designating Craig Wrathell as the Registered Agent and 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 as the Registered Office of the District and Providing for an Effective Date, was adopted.**

**SEVENTH ORDER OF BUSINESS**

**Consideration of Stormwater Needs Analysis Report**

The Board and Staff discussed the ongoing preparation of the Stormwater Management Needs Analysis Report. The Report was being reviewed internally.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Stantec Consulting Services Inc., Change Orders [Windward Neighborhood 1, Phase 2 and Neighborhood 2, Phase 1 Project]**

Mr. Kennedy presented Change Order No. 2 Under Specific Authorization No. 4 for the Winward Neighborhood 1, Phase 2 and Neighborhood 2, Phase 1 Project. Change Order No. 2 increase is in a not-to-exceed amount of \$7,500, bringing the new contract sum to \$47,500.

**On MOTION by Mr. Williams and seconded by Mr. Blakley, with all in favor, Stantec Consulting Services Inc., Change Order No. 2 Under Specific Authorization No. 4, was approved.**

**NINTH ORDER OF BUSINESS**

**Approval of May 11, 2022 Regular Meeting Minutes**

Mr. Adams presented the May 11, 2022 Regular Meeting Minutes.

**On MOTION by Mr. Williams and seconded by Mr. Blakley, with all in favor, the May 11, 2022 Regular Meeting Minutes, as presented, were approved.**

**TENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: *Vogler Ashton, PLLC***

There was no report.

**B. District Engineer: *Stantec***

Mr. Kennedy distributed and presented Change Order No. 4, which included the Owner Direct Purchase True Up, retaining wall changes, lift station work and utility testing for a net increase of \$49,689.62.

**On MOTION by Mr. Weidemiller and seconded by Mr. Williams, with all in favor, Stantec Consulting Services Inc., Change Order No. 4, as presented, was approved.**

**C. District Manager: *Wrathell, Hunt and Associates, LLC***

- **NEXT MEETING DATE: July 13, 2022 at 12:00 P.M.**
  - **QUORUM CHECK**

The next meeting will be held on July 13, 2022 at 9:00 a.m. Mr. Adams stated an updated version of the proposed Fiscal Year 2023 budget would be presented at the next meeting; he expected the Public Hearing to be rescheduled to the August meeting due to necessary budgetary adjustments.

**ELEVENTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

There were no Board Members' comments or requests.

**TWELFTH ORDER OF BUSINESS**

**Public Comments: Non-Agenda Items  
(limited to 3 minutes per individual)**

Resident John Noakes recalled previous discussions about the need to document the roles and responsibilities of the CDD, versus the HOAs, with regard to maintenance and maintaining capital. Mr. Adams stated he received detailed information from Tracy Hatt that

led to budgetary adjustments and some revisions to contracts that should be in the CDD's name rather than the HOA.

The Board and Staff discussed the differences between the structure of new CDDs and the importance of posting information on the website to prevent misunderstandings, such as contracts being canceled without CDD approval.

Mr. Noakes expressed his opinion that the HOAs are still unclear about landscape responsibility.

Lighting, landscaping, contracts and the need for maintenance maps to clarify responsibilities, were discussed.

The CDD's historical practice of a two-week continuation of its meetings in case issues arose between meetings was discussed. The consensus was this is no longer necessary and it would not be necessary to meet again before the July meeting.

**On MOTION by Mr. Williams and seconded by Mr. Weidemiller, with all in favor, the Stormwater Management Needs Analysis Report and authorizing the Chair to approve the final version, was approved.**

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

There being nothing further to discuss, the meeting adjourned.

**On MOTION by Mr. Weidemiller and seconded by Mr. Williams, with all in favor, the meeting adjourned at 12:18 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
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Secretary/~~Assistant Secretary~~

  
\_\_\_\_\_  
Chair/~~Vice Chair~~