

**WINDWARD AT
LAKEWOOD
RANCH**

**COMMUNITY DEVELOPMENT
DISTRICT**

March 8, 2023

**BOARD OF SUPERVISORS
REGULAR MEETING
AGENDA**

**WINDWARD AT
LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

**AGENDA
LETTER**

Windward at Lakewood Ranch Community Development District

OFFICE OF THE DISTRICT MANAGER

2300 Glades Road, Suite 410W • Boca Raton, Florida 33431

Phone: (561) 571-0010 • Toll-free: (877) 276-0889 • Fax: (561) 571-0013

March 1, 2023

ATTENDEES:

Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Board of Supervisors

Windward at Lakewood Ranch Community Development District

Dear Board Members:

The Board of Supervisors of the Windward at Lakewood Ranch Community Development District will hold a Regular Meeting on March 8, 2023 at 11:30 a.m., at 5800 Lakewood Ranch Blvd, Sarasota, Florida 34240. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments: Agenda Items (*limited to 3 minutes per individual*)
3. Acceptance of Unaudited Financial Statements as of January 31, 2023
4. Approval of February 8, 2023 Regular Meeting Minutes
5. Staff Reports
 - A. District Counsel: *Vogler Ashton, PLLC*
 - B. District Engineer: *Stantec*
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*
 - NEXT MEETING DATE: April 12, 2023 at 11:30 AM

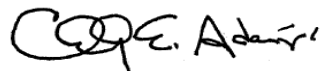
○ QUORUM CHECK

SEAT 1	JOHN LEINAWEAVER	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 2	SANDY FOSTER	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 3	DALE WEIDEMILLER	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 4	PETE WILLIAMS	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 5	JOHN BLAKELY	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

6. Board Members' Comments/Requests
7. Public Comments: Non-Agenda Items (*limited to 3 minutes per individual*)
8. Adjournment

If you should have any questions or concerns, please do not hesitate to contact me directly at (239) 464-7114.

Sincerely,



Chesley (Chuck) E. Adams, Jr.
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

CALL-IN NUMBER: 1-888-354-0094

PARTICIPANT PASSCODE: 229 774 8903

**WINDWARD AT
LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

**UNAUDITED
FINANCIAL
STATEMENTS**

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
JANUARY 31, 2023**

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
JANUARY 31, 2023**

	General Fund	Debt Service Fund Series 2020	Debt Service Fund Series 2022	Capital Projects Fund Series 2020	Capital Projects Fund Series 2022	Total Governmental Funds
ASSETS						
Cash	\$ 268,659	\$ -	\$ -	\$ -	\$ -	\$ 268,659
Investments						
Reserve	-	88,879	418,294	-	-	507,173
Prepayment	-	955,365	-	-	-	955,365
Revenue	-	183,448	479,140	-	-	662,588
Construction	-	-	-	3,317,253	3,441,922	6,759,175
Due from general fund	-	61,991	211,460	-	-	273,451
Deposits	25	-	-	-	-	25
Undeposited funds	428,183	-	-	-	-	428,183
Total assets	<u>\$ 696,867</u>	<u>\$1,289,683</u>	<u>\$1,108,894</u>	<u>\$3,317,253</u>	<u>\$ 3,441,922</u>	<u>\$ 9,854,619</u>
LIABILITIES						
Liabilities:						
Retainage payable	\$ -	\$ -	\$ -	\$ 625,762	\$ 65,195	\$ 690,957
Due to debt service fund 2020	61,991	-	-	-	-	61,991
Due to debt service fund 2022	211,460	-	-	-	-	211,460
Developer advance	6,000	-	-	-	-	6,000
Total liabilities	<u>279,451</u>	<u>-</u>	<u>-</u>	<u>625,762</u>	<u>65,195</u>	<u>970,408</u>
DEFERRED INFLOWS OF RESOURCES						
Deferred receipts	111,056	-	-	-	-	111,056
Total deferred inflows of resources	<u>111,056</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>111,056</u>
FUND BALANCES						
Restricted for:						
Debt service	-	1,289,683	1,108,894	-	-	2,398,577
Capital projects	-	-	-	2,691,491	3,376,727	6,068,218
Unassigned	306,360	-	-	-	-	306,360
Total fund balances	<u>306,360</u>	<u>1,289,683</u>	<u>1,108,894</u>	<u>2,691,491</u>	<u>3,376,727</u>	<u>8,773,155</u>
Total liabilities and fund balances	<u>\$ 696,867</u>	<u>\$ 1,289,683</u>	<u>\$ 1,108,894</u>	<u>\$ 3,317,253</u>	<u>\$ 3,441,922</u>	<u>\$ 9,854,619</u>

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED JANUARY 31, 2023**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ 4,798	\$ 90,388	\$ 614,988	15%
Assessment levy: off-roll	49,665	372,537	140,412	265%
Lot closing	1,163	1,163	-	N/A
Interest and miscellaneous	-	-	500	0%
Total revenues	55,626	464,088	755,900	61%
EXPENDITURES				
Professional & administrative				
Supervisors	2,000	4,000	12,800	31%
Management/accounting/recording	4,000	16,000	48,000	33%
Field management	-	-	10,000	0%
Debt service fund accounting	-	-	5,500	0%
Legal	220	3,383	20,000	17%
Engineering	704	3,479	20,000	17%
Audit	-	-	5,000	0%
Arbitrage rebate calculation	-	-	750	0%
Dissemination agent	167	667	2,000	33%
Trustee	-	4,031	6,000	67%
Telephone	16	67	200	34%
Postage	-	-	500	0%
Legal advertising	410	1,138	2,000	57%
Annual special district fee	-	175	175	100%
Insurance	-	5,375	5,500	98%
Contingencies/bank charges	-	-	750	0%
Miscellaneous	-	-	500	0%
Website	-	-	705	0%
ADA website compliance	-	-	210	0%
Property appraiser & tax collector	72	1,356	12,812	11%
Total professional & administrative	7,589	39,671	153,402	26%
Field Operations				
Well pump maintenance	-	-	5,000	0%
Wetland monitoring contract	16,225	35,600	110,000	32%
Pond maintenance contract	2,383	7,452	40,000	19%
Pond maintenance	-	-	5,000	0%
Irrigation system maintenance	4,923	37,683	210,000	18%
Irrigation PS maintenance	-	-	5,000	0%
Irrigation pump maintenance	-	-	10,000	0%
Streetlights	1,531	5,869	18,000	33%
Curb replacement	-	-	5,000	0%
Effluent water supply	1,683	2,960	20,000	15%
Fruitville road cleanup	-	-	2,500	0%
Waterline flushing	5,829	13,138	-	N/A
Hurricane/storm cleanup	-	12,100	-	N/A
Total field operations	32,574	114,802	430,500	27%
Total expenditures	40,163	154,473	583,902	26%
Excess/(deficiency) of revenues over/(under) expenditures	15,463	309,615	171,998	
Fund balances - beginning	290,897	(3,255)	3,633	
Unassigned	306,360	306,360	175,631	
Fund balances - ending	\$ 306,360	\$ 306,360	\$ 175,631	

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2020
FOR THE PERIOD ENDED JANUARY 31, 2023**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ 2,863	\$ 53,947	\$ 366,984	15%
Assessment levy: off-roll	59,170	179,211	421,995	42%
Assessment prepayments	470,383	951,628	-	N/A
Interest	2	9	-	N/A
Lot closing	6,024	11,607	-	N/A
Total revenues	<u>538,442</u>	<u>1,196,402</u>	<u>788,979</u>	152%
EXPENDITURES				
Debt service				
Principal - S2020A1	-	-	115,000	0%
Principal prepayment - S2020A-2	-	260,000	-	N/A
Interest - S2020A-1	-	120,383	240,765	50%
Interest - S2020A-2	-	127,820	255,640	50%
Interest - S2020A-3	-	83,177	166,355	50%
Total debt service	<u>-</u>	<u>591,380</u>	<u>777,760</u>	76%
Other fees & charges				
Tax collector	41	809	7,646	11%
Total other fees & charges	<u>41</u>	<u>809</u>	<u>7,646</u>	11%
Total expenditures	<u>41</u>	<u>592,189</u>	<u>785,406</u>	75%
Excess/(deficiency) of revenues over/(under) expenditures	538,401	604,213	3,573	
Fund balances - beginning	751,282	685,470	415,808	
Fund balances - ending	<u>\$ 1,289,683</u>	<u>\$ 1,289,683</u>	<u>\$ 419,381</u>	

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2022
FOR THE PERIOD ENDED JANUARY 31, 2023**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ 3,670	\$ 69,146	\$ 470,510	15%
Assessment levy: off-roll	207,309	621,927	373,429	167%
Lot closing	536	536	-	N/A
Interest / misc. income	3	11	-	N/A
Total revenues	<u>211,518</u>	<u>691,620</u>	<u>843,939</u>	82%
EXPENDITURES				
Debt service				
Principal	-	-	265,000	0%
Interest	-	287,594	575,188	50%
Total debt service	<u>-</u>	<u>287,594</u>	<u>840,188</u>	34%
Other fees & charges				
Tax collector	55	1,036	9,802	11%
Total other fees & charges	<u>55</u>	<u>1,036</u>	<u>9,802</u>	11%
Total expenditures	<u>55</u>	<u>288,630</u>	<u>849,990</u>	34%
Excess/(deficiency) of revenues over/(under) expenditures	211,463	402,990	(6,051)	
Fund balances - beginning	897,431	705,904	757,367	
Fund balances - ending	<u>\$ 1,108,894</u>	<u>\$ 1,108,894</u>	<u>\$ 751,316</u>	

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2020
FOR THE PERIOD ENDED JANUARY 31, 2023**

	Current Month	Year To Date
REVENUES		
Interest	\$ 14	\$ 55
Total revenues	14	55
EXPENDITURES		
Total expenditures	-	-
Excess/(deficiency) of revenues over/(under) expenditures	14	55
Fund balances - beginning	2,691,477	2,691,436
Fund balances - ending	\$ 2,691,491	\$ 2,691,491

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2022
FOR THE PERIOD ENDED JANUARY 31, 2023**

	Current Month	Year To Date
REVENUES		
Interest	\$ 15	\$ 58
Total revenues	15	58
EXPENDITURES		
Capital outlay	-	42,666
Total expenditures	-	42,666
Excess/(deficiency) of revenues over/(under) expenditures	15	(42,608)
Fund balances - beginning	3,376,712	3,419,335
Fund balances - ending	\$ 3,376,727	\$ 3,376,727

**WINDWARD AT
LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

MINUTES

DRAFT

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

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The Board of Supervisors of the Windward at Lakewood Ranch Community Development District held a Regular Meeting on February 8, 2023, at 11:30 a.m., at 5800 Lakewood Ranch Blvd, Sarasota, Florida 34240.

Present were:

Pete Williams (via telephone)	Chair
Sandy Foster	Vice Chair
Dale Weidemiller	Assistant Secretary
John Leinaweaver	Assistant Secretary
John Blakeley	Assistant Secretary

Also present, were:

Chuck Adams	District Manager
Ed Vogler (via telephone)	District Counsel
John Nix (via telephone)	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 11:30 a.m. Supervisors Leinaweaver, Foster, Weidemiller and Blakely were present. Supervisor Williams added via telephone.

SECOND ORDER OF BUSINESS

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

No members of the public spoke.

THIRD ORDER OF BUSINESS

Acceptance of the Unaudited Financial Statements as of December 31, 2022

Mr. Adams presented the Unaudited Financial Statements as of December 31, 2022.

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On MOTION by Mr. Weidemiller and seconded by Mr. Blakely, with all in favor, the Unaudited Financial Statements as of December 31, 2022, were accepted.

FOURTH ORDER OF BUSINESS **Approval of January 11, 2023 Regular Meeting Minutes**

Mr. Adams presented the January 11, 2023 Regular Meeting Minutes.

On MOTION by Ms. Foster and seconded by Mr. Blakely, with all in favor, the January 11, 2023 Regular Meeting Minutes, as presented, were approved.

FIFTH ORDER OF BUSINESS **Staff Reports**

A. District Counsel: *Vogler Ashton, PLLC*

There was no report.

B. District Engineer: *Stantec*

There was no report.

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

- **NEXT MEETING DATE: March 8, 2023 at 11:30 AM**

- **QUORUM CHECK**

The next meeting will be held on March 8, 2023.

SIXTH ORDER OF BUSINESS **Board Members' Comments/Requests**

There were no Board Members' comments or requests.

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

Mr. Nix asked if the CDD can do anything about the construction debris in the retention ponds. Mr. Adams will have the contractor clear the debris.

Mr. Nix noted a rumor that the Martinique property will become an apartment complex and asked if that will affect CDD funding and how assessments are calculated. Mr. Adams stated

74 that project will not affect the CDD’s funding and/or assessments. Mr. Vogler stated that
75 Martinique was not originally in the CDD when the CDD was formed but it was subsequently
76 added. The assessments for that part are off-roll at this time. Mr. Nix asked if the common area
77 amenities, like the pools, will be affected. Mr. Adams stated that is a question for the HOA, as
78 the pools, etc., are not CDD assets. Mr. Vogler stated the CDD does not have a maintenance
79 obligation for amenities like the pool, clubhouse, etc., because they are not CDD assets so no
80 portion of the CDD assessments can be applied to those amenities; those will be funded through
81 the HOA. CDD assessments are separate from HOA fees. Mr. Adams stated that the Martinique
82 Landowners/property owners are being assessed appropriately for maintenance of CDD
83 improvements, such as water, irrigation, stormwater management, etc.

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85 **EIGHTH ORDER OF BUSINESS**

Adjournment

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88 **On MOTION by Ms. Foster and seconded by Mr. Blakely, with all in favor, the**
89 **meeting adjourned at 11:38 a.m.**

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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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101 _____
Secretary/Assistant Secretary

_____ Chair/Vice Chair

**WINDWARD AT
LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF
REPORTS**

WINWARD AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT**BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 MEETING SCHEDULE****LOCATION***5800 Lakewood Ranch Boulevard, Sarasota, Florida 34240*

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 12, 2022	Regular Meeting	12:00 PM
November 8, 2022	Landowners' Meeting	12:00 PM
November 9, 2022	Regular Meeting	12:30 PM
December 14, 2022	Regular Meeting	11:30 AM
January 11, 2023	Regular Meeting	11:30 AM
February 8, 2023	Regular Meeting	11:30 AM
March 8, 2023	Regular Meeting	11:30 AM
April 12, 2023	Regular Meeting	11:30 AM
May 10, 2023	Regular Meeting	11:30 AM
June 14, 2023	Regular Meeting	11:30 AM
July 12, 2023	Regular Meeting	11:30 AM
August 9, 2023	Regular Meeting	11:30 AM
September 13, 2023	Regular Meeting	11:30 AM