

**WINDWARD AT
LAKEWOOD RANCH
COMMUNITY DEVELOPMENT
DISTRICT**

BOARD OF SUPERVISORS

December 11, 2024

**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

December 4, 2024

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 December 11, 2024 at 11:00 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. Administration of Oath of Office to Newly Elected Supervisors [Seats 1, 2 and 3] (the following to be provided in a separate package)
 - A. Required Ethics Training and Disclosure Filing
 - Sample Form 1 2023/Instructions
 - B. Membership, Obligations and Responsibilities
 - C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
 - D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers
4. Consideration of Resolution 2025-02, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date
5. Consideration of Resolution 2025-03, Electing and Removing Officers of the District, and Providing for an Effective Date
6. Consideration of Frederick Derr & Company, Inc., Change Order No. 6 [Windward at Lakewood Ranch Phase 3]
7. Acceptance of Unaudited Financial Statements as of October 31, 2024
8. Approval of November 13, 2024 Regular Meeting Minutes

9. Staff Reports

- A. District Counsel: *Vogler Ashton, PLLC*
- B. District Engineer: *AM Engineering, LLC*
- C. District Manager: *Wrathell, Hunt and Associates, LLC*

- NEXT MEETING DATE: January 8, 2025 at 11:00 AM

- QUORUM CHECK

SEAT 1	JOHN LEINAWEAVER	☐ IN PERSON	☐ PHONE	☐ NO
SEAT 2	SANDY FOSTER	☐ IN PERSON	☐ PHONE	☐ NO
SEAT 3	DALE WEIDEMILLER	☐ IN PERSON	☐ PHONE	☐ NO
SEAT 4	PETE WILLIAMS	☐ IN PERSON	☐ PHONE	☐ NO
SEAT 5	JOHN BLAKLEY	☐ IN PERSON	☐ PHONE	☐ NO

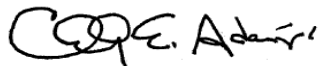
10. Board Members' Comments/Requests

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

12. 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**

4

RESOLUTION 2025-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WINDWARD AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT CANVASSING AND CERTIFYING THE RESULTS OF THE LANDOWNERS' ELECTION OF SUPERVISORS HELD PURSUANT TO SECTION 190.006(2), *FLORIDA STATUTES*, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Windward at Lakewood Ranch Community Development District ("**District**") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Sarasota County, Florida; and

WHEREAS, pursuant to Section 190.006(2), *Florida Statutes*, a landowners meeting is required to be held within 90 days of the District's creation and every two (2) years following the creation of the District for the purpose of electing supervisors of the District; and

WHEREAS, such landowners meeting was held at which the below recited persons were duly elected by virtue of the votes cast in their favor; and

WHEREAS, the Board of Supervisors of the District, by means of this Resolution, desire to canvass the votes and declare and certify the results of said election.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WINDWARD AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT:

1. **ELECTION RESULTS.** The following persons are found, certified, and declared to have been duly elected as Supervisors of and for the District, having been elected by the votes cast in their favor as shown:

	Seat 1	___Votes
	Seat 2	___Votes
	Seat 3	___Votes

2. **TERMS.** In accordance with Section 190.006(2), *Florida Statutes*, and by virtue of the number of votes cast for the Supervisors, the above-named persons are declared to have been elected for the following term of office:

	Seat 1	__-Year Term
	Seat 2	__-Year Term
	Seat 3	__-Year Term

3. **EFFECTIVE DATE.** This resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 11th day of December, 2024.

Attest:

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

**WINDWARD AT
LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

5

RESOLUTION 2025-03

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
WINDWARD AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT
DISTRICT ELECTING AND REMOVING OFFICERS OF THE DISTRICT
AND PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, the Windward at Lakewood Ranch Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, the District’s Board of Supervisors desires to elect and remove Officers of the District.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF
SUPERVISORS OF WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT THAT:**

SECTION 1. The following is elected as Officer of the District effective December 11, 2024:

_____ is elected Chair
_____ is elected Vice Chair
_____ is elected Assistant Secretary
_____ is elected Assistant Secretary
_____ is elected Assistant Secretary

SECTION 2. The following Officer shall be removed as Officer effective December 11, 2024:

SECTION 3. The following prior appointments by the Board remain unaffected by this Resolution:

Chesley "Chuck" Adams Secretary

Craig Wrathell Assistant Secretary

Craig Wrathell Treasurer

Jeff Pinder Assistant Treasurer

PASSED AND ADOPTED THIS 11TH DAY OF DECEMBER, 2024.

ATTEST:

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

**WINDWARD AT
LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

6

Change Order

No. 6

Date of Issuance: November 19, 2024

Effective Date: December 11, 2024

Project: Windward @ LWR Phase 3	Owner: Windward at Lakewood Ranch Community Development District	Owner's Contract No.:
Contract: \$4,732,327.85		Date of Contract: March 18, 2024
Contractor:		Engineer's Project No.: 215617816
		Contractor Project No.:

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

Addition of Silt fences, Sod and asphalt

Attachments: (List documents supporting change):

Frederick Derr & Company, Inc. Change Order dated 11/04/2024

CHANGE IN CONTRACT PRICE:

Original Contract Price:

\$ 4,732,327.85

[Increase] [Decrease] from previously approved Change Orders No. 1 to No. 5:

\$ 213,476.95

Contract Price prior to this Change Order:

\$ 4,945,804.80

[Increase] [Decrease] of this Change Order:

\$ 18,790.85

Contract Price incorporating this Change Order:

\$ 4,964,595.65

CHANGE IN CONTRACT TIMES:

Original Contract Times: ☐ Working days ☒ Calendar days

Substantial completion (days or date): **270 Days (175 EN) (12/13/24)**

Ready for final payment (days or date): **300 Days (1/12/2025)**

[Increase] [Decrease] from previously approved Change Orders No. 1 to No. 5:

Substantial completion (days):

Ready for final payment (days):

Contract Times prior to this Change Order:

Substantial completion (days or date): **270 Days (175 EN) (12/13/24)**

Ready for final payment (days or date): **300 Days (1/12/2025)**

[Increase] [Decrease] of this Change Order:

Substantial completion (days or date):

Ready for final payment (days or date):

Contract Times with all approved Change Orders:

Substantial completion (days or date): **270 Days (175 EN) (12/13/24)**

Ready for final payment (days or date): **300 Days (1/12/2025)**

RECOMMENDED:

By: *Michael A. Kandy*
Engineer (Authorized Signature)

Date: 11/21/24

ACCEPTED:

By: _____
Owner (Authorized Signature)

Date: _____

ACCEPTED:

By: *[Signature]*
Contractor (Authorized Signature)

Date: 11/20/2024

Approved by Funding Agency (if applicable): _____

Date: _____

U:\215617816\civil\construction_phase_documents\change_orders\received\con_w\wrodd_windward-ph-3_co-6_18790.85_silt-fence-sod-asphalt-f-derr_mak_20241119.docx

EJCDC No. C-941 (2002 Edition)

Prepared by the Engineers' Joint Contract Documents Committee and endorsed by the
Associated General Contractors of America and the Construction Specifications Institute.

Page 1 of 1



FREDERICK DERR & COMPANY
I N C O R P O R A T E D

CONTRACT CHANGE ORDER

11/4/2024

Windward at Lakewood Ranch
Community Development District
5800 Lakewood Ranch Blvd
Sarasota, FL 34240

Number **8.00**
Job: Windward at LWR
Phase: 3

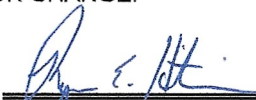
We agree to the following changes, additions, or deductions:

ITEM	DESCRIPTION	EST QUAN	UNIT	UNIT \$	TOTAL \$
1-00-000 MOBILIZATION & GENERAL CONDITIONS					
1-00-060	SILT FENCE, SINGLE, INSTALL MAINT REM	2,100.00	LF	3.05	\$6,405.00
	MOB & GEN CONDITIONS TOTAL				\$6,405.00 -0510-
1-02-000 EARTHWORK					
1-03-020	SOD - LAKE AND SLOPES > 5:1	2,440.00	SY	2.90	\$7,076.00
	EARTHWORK TOTAL				\$7,076.00 -0510-
1-04-000 ROADWAY					
1-04-006	1" SP-9.5 ASPHALT PAVE (FINAL LIFT)	91.00	SY	58.35	\$5,309.85
	ROADWAY TOTAL				\$5,309.85 -0899-

REASON FOR CHANGE:

Add silt fence, sod and final paving lift at entrances

Proposed


For the Contractor

THIS CHANGE ORDER
NET

\$ 18,790.85

Accepted

For the Engineer

EXISTING CONTRACT
TOTAL

\$ 4,945,804.80

Accepted


For the Owner

NEW CONTRACT
TOTAL

\$ 4,964,595.65

**WINDWARD AT
LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

**UNAUDITED
FINANCIAL
STATEMENTS**

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
OCTOBER 31, 2024**

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
OCTOBER 31, 2024**

	General Fund	Special Revenue Fund - Fruitville	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	\$ 418,738	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 418,738
Investments							
Reserve	-	-	88,878	396,250	-	-	485,128
Prepayment	-	-	457,531	44	-	-	457,575
Revenue	-	-	289,208	276,877	-	-	566,085
Construction	-	-	-	-	4,831	299,650	304,481
Due from Developer	6,723	-	-	-	-	233,889	240,612
Due from general fund	-	-	9,994	-	-	-	9,994
Due from other	575	-	-	4,345	-	-	4,920
Deposits	4,730	-	-	-	-	-	4,730
Accounts receivable	675	-	-	-	-	-	675
Total assets	<u>\$ 431,441</u>	<u>\$ -</u>	<u>\$ 845,611</u>	<u>\$ 677,516</u>	<u>\$ 4,831</u>	<u>\$ 533,539</u>	<u>\$ 2,492,938</u>
LIABILITIES							
Liabilities:							
Retainage payable	\$ -	\$ -	\$ -	\$ -	\$ 772,659	\$ 382,977	\$ 1,155,636
Due to Developer	-	118,978	-	-	-	-	118,978
Due to other	30,897	-	-	-	-	-	30,897
Due to debt service fund 2020	9,994	-	-	-	-	-	9,994
Developer advance	6,000	-	-	-	-	-	6,000
Total liabilities	<u>46,891</u>	<u>118,978</u>	<u>-</u>	<u>-</u>	<u>772,659</u>	<u>382,977</u>	<u>1,321,505</u>
DEFERRED INFLOWS OF RESOURCES							
Deferred receipts	6,723	-	-	-	-	-	6,723
Total deferred inflows of resources	<u>6,723</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>6,723</u>
FUND BALANCES							
Committed							
Restricted for:							
Debt service	-	-	845,611	677,516	-	-	1,523,127
Capital projects	-	-	-	-	(767,828)	150,562	(617,266)
Assigned							
Three months working capital	143,100	-	-	-	-	-	143,100
Unassigned	234,727	(118,978)	-	-	-	-	115,749
Total fund balances	<u>377,827</u>	<u>(118,978)</u>	<u>845,611</u>	<u>677,516</u>	<u>(767,828)</u>	<u>150,562</u>	<u>1,164,710</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 431,441</u>	<u>\$ -</u>	<u>\$ 845,611</u>	<u>\$ 677,516</u>	<u>\$ 4,831</u>	<u>\$ 533,539</u>	<u>\$ 2,492,938</u>

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED OCTOBER 31, 2024**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ -	\$ -	\$ 494,766	0%
Assessment levy: off-roll	-	-	59,132	0%
Interest and miscellaneous	-	-	500	0%
Total revenues	-	-	554,398	0%
EXPENDITURES				
Professional & administrative				
Supervisors	-	-	12,800	0%
Management/accounting/recording	4,000	4,000	48,000	8%
Field management	833	833	10,000	8%
Debt service fund accounting	458	458	5,500	8%
Legal	-	-	10,000	0%
Engineering	-	-	15,000	0%
Audit	-	-	5,000	0%
Arbitrage rebate calculation	-	-	750	0%
Dissemination agent	167	167	2,000	8%
Trustee	-	-	6,000	0%
Telephone	16	16	200	8%
Postage	60	60	500	12%
Legal advertising	-	-	2,000	0%
Annual special district fee	175	175	175	100%
Insurance	5,814	5,814	6,000	97%
Contingencies/bank charges	-	-	750	0%
Miscellaneous	-	-	500	0%
Website	-	-	705	0%
ADA website compliance	-	-	210	0%
Property appraiser & tax collector	-	-	10,308	0%
Total professional & administrative	11,523	11,523	136,398	8%
Field Operations				
Well pump maintenance	-	-	5,000	0%
Wetland monitoring contract	-	-	125,000	0%
Pond maintenance contract	136	136	60,000	0%
Pond maintenance	-	-	5,000	0%
Irrigation system maintenance	4,565	4,565	85,000	5%
Irrigation PS maintenance	-	-	5,000	0%
Irrigation pump maintenance	-	-	10,000	0%
Streetlights	3,732	3,732	18,000	21%
Curb replacement	-	-	5,000	0%
Effluent water supply	-	-	80,000	0%
Contingencies	-	-	20,000	0%
Total field operations	8,433	8,433	418,000	2%
Total expenditures	19,956	19,956	554,398	4%
Excess/(deficiency) of revenues over/(under) expenditures	(19,956)	(19,956)	-	
Fund balances - beginning	397,783	397,783	502,052	
Assigned				
Three months working capital	143,100	143,100	143,100	
Unassigned	234,727	234,727	358,952	
Fund balances - ending	\$ 377,827	\$ 377,827	\$ 502,052	

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT
SPECIAL REVENUE FUND - FRUITVILLE
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED OCTOBER 31, 2024**

	Current Month	Year to Date
REVENUES	<u>\$ -</u>	<u>\$ -</u>
Total revenues	<u>-</u>	<u>-</u>
EXPENDITURES	<u>-</u>	<u>-</u>
Total expenditures	<u>-</u>	<u>-</u>
Excess/(deficiency) of revenues over/(under) expenditures	-	-
Fund balances - beginning	<u>(118,978)</u>	<u>(118,978)</u>
Fund balances - ending	<u><u>\$(118,978)</u></u>	<u><u>\$(118,978)</u></u>

**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 OCTOBER 31, 2024**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ -	\$ -	\$ 366,984	0%
Assessment levy: off-roll	-	-	233,075	0%
Assessment prepayments	74,122	74,122	-	N/A
Interest	2,600	2,600	-	N/A
Total revenues	<u>76,722</u>	<u>76,722</u>	<u>600,059</u>	13%
EXPENDITURES				
Debt service				
Principal - S2020A1	-	-	120,000	0%
Interest - S2020A-1	-	-	233,715	0%
Interest - S2020A-2	-	-	80,300	0%
Interest - S2020A-3	-	-	152,775	0%
Total debt service	<u>-</u>	<u>-</u>	<u>586,790</u>	0%
Other fees & charges				
Tax collector	-	-	7,646	0%
Total other fees & charges	<u>-</u>	<u>-</u>	<u>7,646</u>	0%
Total expenditures	<u>-</u>	<u>-</u>	<u>594,436</u>	0%
Excess/(deficiency) of revenues over/(under) expenditures	76,722	76,722	5,623	
Fund balances - beginning	768,889	768,889	500,327	
Fund balances - ending	<u>\$ 845,611</u>	<u>\$ 845,611</u>	<u>\$ 505,950</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 OCTOBER 31, 2024**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ -	\$ -	\$ 470,510	0%
Assessment levy: off-roll	-	-	264,367	0%
Interest / misc. income	2,771	2,771	-	N/A
Total revenues	<u>2,771</u>	<u>2,771</u>	<u>734,877</u>	0%
EXPENDITURES				
Debt service				
Principal	-	-	245,000	0%
Interest	-	-	483,225	0%
Total debt service	<u>-</u>	<u>-</u>	<u>728,225</u>	0%
Other fees & charges				
Tax collector	-	-	9,802	0%
Total other fees & charges	<u>-</u>	<u>-</u>	<u>9,802</u>	0%
Total expenditures	<u>-</u>	<u>-</u>	<u>738,027</u>	0%
Excess/(deficiency) of revenues over/(under) expenditures	2,771	2,771	(3,150)	
Fund balances - beginning	674,745	674,745	699,698	
Fund balances - ending	<u>\$ 677,516</u>	<u>\$ 677,516</u>	<u>\$ 696,548</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 OCTOBER 31, 2024**

	Current Month	Year To Date
REVENUES		
Interest	\$ 20	\$ 20
Total revenues	<u>20</u>	<u>20</u>
EXPENDITURES		
Capital outlay	-	-
Total expenditures	<u>-</u>	<u>-</u>
Excess/(deficiency) of revenues over/(under) expenditures	20	20
Fund balances - beginning	(767,848)	(767,848)
Fund balances - ending	<u><u>\$ (767,828)</u></u>	<u><u>\$ (767,828)</u></u>

**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 OCTOBER 31, 2024**

	Current Month	Year To Date
REVENUES		
Interest	\$ 5,055	\$ 5,055
Total revenues	<u>5,055</u>	<u>5,055</u>
EXPENDITURES		
Capital outlay	<u>337,897</u>	<u>337,897</u>
Total expenditures	<u>337,897</u>	<u>337,897</u>
Excess/(deficiency) of revenues over/(under) expenditures	(332,842)	(332,842)
Fund balances - beginning	<u>483,404</u>	<u>483,404</u>
Fund balances - ending	<u><u>\$ 150,562</u></u>	<u><u>\$ 150,562</u></u>

**WINDWARD AT
LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

MINUTES

DRAFT

**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 November 13, 2024 at 11:00 a.m., at 5800 Lakewood Ranch Blvd., Sarasota, Florida 34240.

Present were:

Pete Williams	Chair
Sandy Foster	Vice Chair
John Blakley	Assistant Secretary
Dale Weidemiller	Assistant Secretary

Also present:

Chuck Adams	District Manager
Barry Mazzoni	Wrathell, Hunt and Associates, LLC
Mike Kennedy	District Engineer
John Noakes (via telephone)	Public

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 11:10 a.m. Supervisors Williams, Weidemiller, Foster and Blakley were present. Supervisor Leinaweaver was not present.

SECOND ORDER OF BUSINESS

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

Referring to the Unaudited Financials, Mr. Noakes asked how the \$1.4 million in the Construction Account was spent in the last several months. Mr. Adams stated that the funds were used to acquire Phase 3 master improvements, which are construction assets.

Mr. Noakes asked if the John Hall arbitration was finalized. Mr. Adams stated that arbitration is still in progress.

THIRD ORDER OF BUSINESS

**Consideration of Frederick Derr &
Company Incorporated Change Order No. 5
[Windward @LWR Phase 3]**

Mr. Kennedy presented Frederick Derr & Company Incorporated Change Order No. 5 for Windward at Lakewood Ranch Phase 3. Phase 3 is ahead of schedule; substantial completion is projected for mid-December 2024, with final completion projected for January.

On MOTION by Mr. Weidemiller and seconded by Mr. Williams, with all in favor, Frederick Derr & Company Incorporated Change Order No. 5 for Windward @LWR Phase 3, was approved.

FOURTH ORDER OF BUSINESS

**Consideration of Fruitville Road Design
Items**

Mr. Kennedy presented the following:

- A. Stantec Consulting Services, Inc. Specific Authorization No. 13 – Professional Services Proposal [Fruitville Road Amendment to Interlocal Agreement]**

On MOTION by Mr. Williams and seconded by Ms. Foster, with all in favor, Stantec Consulting Services, Inc. Specific Authorization No. 13 – Professional Services Proposal for Fruitville Road Amendment to Interlocal Agreement, was approved.

- B. Amendment No. 1 to Contract No. 2022-336 Interlocal Agreement Between Sarasota County, Florida, and the Windward at Lakewood Ranch Community Development District for the Design, Engineering, Permitting, and Ancillary Services of Fruitville Road Widening from Debrecen Road to Lorraine Road**

- C. Amendment No. 2 to Contract No. 2020-495 Interlocal Agreement Between Sarasota County, Florida, and the Windward at Lakewood Ranch Community Development District for the Design, Engineering, Permitting, and Ancillary Services of Fruitville Road Widening from Debrecen Road to Lorraine Road**

On MOTION by Mr. Williams and seconded by Ms. Foster, with all in favor, Amendment No. 1 to Contract No. 2022-336 Interlocal Agreement Between Sarasota County, Florida, and the Windward at Lakewood Ranch Community Development District for the Design, Engineering, Permitting, and Ancillary Services of Fruitville Road Widening from Debrecen Road to Lorraine Road, and Amendment No. 2 to Contract No. 2020-495 Interlocal Agreement Between Sarasota County, Florida, and the Windward at Lakewood Ranch Community Development District for the Design, Engineering, Permitting, and Ancillary Services of Fruitville Road Widening from Debrecen Road to Lorraine Road, were approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2025-01, Ratifying the Actions of the District Manager in Redesignating the Date and Time for Landowners' Meeting; Providing for Publication, Providing for an Effective Date

Mr. Adams presented Resolution 2025-01.

On MOTION by Mr. Williams and seconded by Ms. Foster, with all in favor, Resolution 2025-01, Ratifying the Actions of the District Manager in Redesignating the Date and Time for Landowners' Meeting; Providing for Publication, Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Response(s) to Request for Qualifications (RFQ) for Engineering Services

A. Affidavit of Publication

B. RFQ Package

C. Respondents

I. AM Engineering, LLC

II. GRAEF

D. Competitive Selection Criteria/Ranking

The Supervisors completed the Competitive Selection Criteria.

Mr. Adams tabulated the scorings and ranking as follows:

111 #1 AM Engineering, LLC 100 points
112 #2 GRAEF 98 points
113

114 E. Award of Contract
115

116 On MOTION by Mr. Williams and seconded by Ms. Foster, with all in favor,
117 ranking AM Engineering, LLC, as the #1 ranked respondent and GRAEF as the #2
118 ranked respondent to the RFQ for Engineering Services, and authorizing Staff
119 to negotiate and prepare a contract with AM Engineering, LLC, the #1 ranked
120 respondent, was approved.
121
122

123 SEVENTH ORDER OF BUSINESS

Acceptance of the Unaudited Financial
Statements as of September 30, 2024
124
125

126 On MOTION by Mr. Williams and seconded by Ms. Foster, with all in favor, the
127 Unaudited Financial Statements as of September 30, 2024, were accepted.
128
129

130 EIGHTH ORDER OF BUSINESS

Approval of September 11, 2024 Regular
Meeting Minutes
131
132

133 On MOTION by Ms. Foster and seconded by Mr. Williams, with all in favor, the
134 September 11, 2024 Regular Meeting Minutes, as presented, were approved.
135
136

137 NINTH ORDER OF BUSINESS

Staff Reports
138

139 A. District Counsel: Vogler Ashton, PLLC

140 B. District Engineer: Stantec Consulting Services, Inc.

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

142 There were no Staff reports.

143 • UPCOMING MEETING DATES

144 ➤ December 11, 2024 at 10:45 AM [Landowners' Meeting]

145 ➤ December 11, 2024 at 11:00 AM [Regular Meeting]

146 ○ QUORUM CHECK

147

148 **TENTH ORDER OF BUSINESS****Board Members' Comments/Requests**

149

150 There were no Board Members' comments or requests.

151

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

153

154

155 Mr. Noakes asked about a recent irrigation system break. Mr. Adams stated his
156 understanding that it is a main line break. Mr. Mazzoni has Impact Irrigation addressing the
157 problem; the CDD will pursue the responsible party for any associated costs.

158

159 **TWELFTH ORDER OF BUSINESS****Adjournment**

160

161 **On MOTION by Ms. Foster and seconded by Mr. Blakley, with all in favor, the**
162 **meeting adjourned at 11:26 a.m.**

163

164

165

166

167

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

168
169
170
171
172

Secretary/Assistant Secretary

Chair/Vice Chair

**WINDWARD AT
LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF
REPORTS**

WINDWARD AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2024/2025 MEETING SCHEDULE		
LOCATION		
<i>5800 Lakewood Ranch Blvd, Sarasota, Florida 34240</i>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 9, 2024 CANCELED INCLEMENT WEATHER	Regular Meeting	11:00 AM
November 13, 2024 CANCELED	Landowners' Meeting	10:45 AM
November 13, 2024	Regular Meeting	11:00 AM
December 11, 2024	Landowners' Meeting	10:45 AM
December 11, 2024	Regular Meeting	11:00 AM
January 8, 2025	Regular Meeting	11:00 AM
February 12, 2025	Regular Meeting	11:00 AM
March 12, 2025	Regular Meeting	11:00 AM
April 9, 2025	Regular Meeting	11:00 AM
May 14, 2025	Regular Meeting	11:00 AM
June 11, 2025	Regular Meeting	11:00 AM
July 9, 2025	Regular Meeting	11:00 AM
August 13, 2025	Regular Meeting	11:00 AM
September 10, 2025	Regular Meeting	11:00 AM