

**WINDWARD AT
LAKEWOOD RANCH
COMMUNITY DEVELOPMENT
DISTRICT**

BOARD OF SUPERVISORS

January 8, 2025

**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 30, 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 January 8, 2025 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 [John Leinaweaver - Seat 1] (*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. Ratification of Resolution 2025-03, Electing and Removing Officers of the District, and Providing for an Effective Date
5. Consideration of Frederick Derr & Company Incorporated Change Order No. 7 [Windward @LWR Phase 3]
6. Acceptance of Unaudited Financial Statements as of November 30, 2024
7. Approval of Minutes
 - A. December 11, 2024 Landowners' Meeting
 - B. December 11, 2024 Regular Meeting

8. 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: February 12, 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

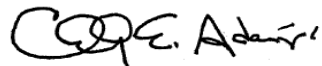
9. Board Members' Comments/Requests

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

11. 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**

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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:

Pete Williams is elected Chair

Sandy Foster is elected Vice Chair

John Leinaweaver is elected Assistant Secretary

Dale Weidemiller is elected Assistant Secretary

John Blakely 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**

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Change Order

No. 7

Date of Issuance: December 18, 2024

Effective Date: January 8, 2025

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:

Sod and time extension due to storms

Attachments: (List documents supporting change):

Frederick Derr & Company, Inc. Change Order dated 12/18/2024

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price:	Original Contract Times: ☐ Working days ☒ Calendar days
\$ 4,732,327.85	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. <u>1</u> to No. <u>6</u> :	[Increase] [Decrease] from previously approved Change Orders No. <u>1</u> to No. <u>6</u> :
\$ 232,267.80	Substantial completion (days):
	Ready for final payment (days):
Contract Price prior to this Change Order:	Contract Times prior to this Change Order:
\$ 4,964,595.65	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:	[Increase] [Decrease] of this Change Order:
\$ 44,266.50	Substantial completion (days or date):
	Ready for final payment (days or date):
Contract Price incorporating this Change Order:	Contract Times with all approved Change Orders:
\$ 5,008,862.15	Substantial completion (days or date): 308 Days (175 EN) (1/20/25)
	Ready for final payment (days or date): 322 Days (2/3/2025)

RECOMMENDED:

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

Date: 12/17/24

ACCEPTED:

By: _____
Owner (Authorized Signature)

Date: _____

ACCEPTED:

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

Date: 12/19/2024

Approved by Funding Agency (if applicable): _____

Date: _____

U:\215617816\civil\construction_phase_documents\change_orders\received\con_wlwrdd_windward-ph-3_co-7_44266.50_sod-sanitary-sewer-leak-repair_f-derr_mak_20241213.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

12/18/2024

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

Number **9.00**
Job: Windward at LWR
Phase: 3

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

ITEM	DESCRIPTION	EST QUAN	UNIT	UNIT \$	TOTAL \$
1-03-000	GRASSING				
1-03-020	SOD - LAKE AND SLOPES>5:1	14,785.00	SY	2.90	42,876.50
	GRASSING TOTAL				\$42,876.50
1-05-000	SANITARY SEWER				
1-05-220	REPAIR LEAKING PH 1 SAN MH#2-23	1.00	LS	1,390.00	1,390.00
	SANITARY SEWER TOTAL				\$1,390.00

Due to repairs being required as the
result of the storms this past summer/
fall, we respectfully request time
extensions as follows:

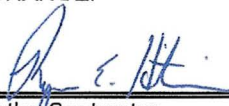
SUBSTANTIAL COMPLETION
FINAL COMPLETION

01/20/25
02/03/25

REASON FOR CHANGE:

Add per final sod install count. Repair of existing sanitary
manhole installed by previous phase contractor.

Proposed


For the Contractor

THIS CHANGE ORDER
NET

\$ 44,266.50

Accepted

For the Engineer

EXISTING CONTRACT
TOTAL

\$ 4,964,595.65

Accepted

For the Owner

NEW CONTRACT
TOTAL

\$ 5,008,862.15

Windward Ph 3 Sod Totals

Date	Quantity
5/31/2024	57,600
6/7/2024	31,200
6/28/2024	32,000
7/12/2024	19,200
7/19/2024	32,000
7/26/2024	25,600
9/6/2024	70,400
9/13/2024	38,800
9/20/2024	154,400
10/2/2024	185,600
11/12/2024	98,800
	745,600 sf
installed	82,844 sy
bid & CO	68,059 sy
difference	14,785 sy

**WINDWARD AT
LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

**UNAUDITED
FINANCIAL
STATEMENTS**

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
NOVEMBER 30, 2024**

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
NOVEMBER 30, 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	\$ 596,871	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 596,871
Investments							
Reserve	-	-	88,878	396,250	-	-	485,128
Prepayment	-	-	145,920	44	-	-	145,964
Revenue	-	-	99,121	318,346	-	-	417,467
Construction	-	-	-	-	4,850	259,748	264,598
Due from Developer	6,723	-	-	-	-	147,127	153,850
Due from general fund	-	-	50,336	27,966	-	-	78,302
Due from other	575	-	-	4,345	-	-	4,920
Deposits	4,730	-	-	-	-	-	4,730
Accounts receivable	826	-	-	-	-	-	826
Undeposited funds	-	-	-	-	-	6,875	6,875
Total assets	<u>\$ 609,725</u>	<u>\$ -</u>	<u>\$ 384,255</u>	<u>\$ 746,951</u>	<u>\$ 4,850</u>	<u>\$ 413,750</u>	<u>\$ 2,159,531</u>
LIABILITIES							
Liabilities:							
Retainage payable	\$ -	\$ -	\$ -	\$ -	\$ 772,659	\$ 412,900	\$ 1,185,559
Due to Developer	-	118,978	-	-	-	-	118,978
Due to other	3,987	-	-	-	-	-	3,987
Due to debt service fund 2020	50,336	-	-	-	-	-	50,336
Due to debt service fund 2022	27,966	-	-	-	-	-	27,966
Developer advance	6,000	-	-	-	-	-	6,000
Total liabilities	<u>88,289</u>	<u>118,978</u>	<u>-</u>	<u>-</u>	<u>772,659</u>	<u>412,900</u>	<u>1,392,826</u>
DEFERRED INFLOWS OF RESOURCES							
Deferred receipts	6,723	-	-	-	-	-	6,723
Unearned revenue	118,679	-	29,475	280,050	-	-	428,204
Total deferred inflows of resources	<u>125,402</u>	<u>-</u>	<u>29,475</u>	<u>280,050</u>	<u>-</u>	<u>-</u>	<u>434,927</u>
FUND BALANCES							
Committed							
Restricted for:							
Debt service	-	-	354,780	466,901	-	-	821,681
Capital projects	-	-	-	-	(767,809)	850	(766,959)
Assigned							
Three months working capital	143,100	-	-	-	-	-	143,100
Unassigned	252,934	(118,978)	-	-	-	-	133,956
Total fund balances	<u>396,034</u>	<u>(118,978)</u>	<u>354,780</u>	<u>466,901</u>	<u>(767,809)</u>	<u>850</u>	<u>331,778</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 609,725</u>	<u>\$ -</u>	<u>\$ 384,255</u>	<u>\$ 746,951</u>	<u>\$ 4,850</u>	<u>\$ 413,750</u>	<u>\$ 2,159,531</u>

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED NOVEMBER 30, 2024**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ 52,206	\$ 52,206	\$ 494,766	11%
Assessment levy: off-roll	-	-	59,132	0%
Interest and miscellaneous	-	-	500	0%
Total revenues	<u>52,206</u>	<u>52,206</u>	<u>554,398</u>	9%
EXPENDITURES				
Professional & administrative				
Supervisors	800	800	12,800	6%
Management/accounting/recording	4,000	8,000	48,000	17%
Field management	833	1,667	10,000	17%
Debt service fund accounting	458	916	5,500	17%
Legal	-	-	10,000	0%
Engineering	-	-	15,000	0%
Audit	-	-	5,000	0%
Arbitrage rebate calculation	-	-	750	0%
Dissemination agent	167	333	2,000	17%
Trustee	4,031	4,031	6,000	67%
Telephone	16	33	200	17%
Postage	-	60	500	12%
Legal advertising	546	546	2,000	27%
Annual special district fee	-	175	175	100%
Insurance	-	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	783	783	10,308	8%
Total professional & administrative	<u>11,634</u>	<u>23,158</u>	<u>136,398</u>	17%
Field Operations				
Well pump maintenance	-	-	5,000	0%
Wetland monitoring contract	2,075	2,075	125,000	2%
Pond maintenance contract	8,391	8,527	60,000	14%
Pond maintenance	-	-	5,000	0%
Irrigation system maintenance	4,565	9,129	85,000	11%
Irrigation PS maintenance	1,629	1,629	5,000	33%
Irrigation pump maintenance	-	-	10,000	0%
Streetlights	5,164	8,896	18,000	49%
Curb replacement	-	-	5,000	0%
Effluent water supply	541	541	80,000	1%
Contingencies	-	-	20,000	0%
Total field operations	<u>22,365</u>	<u>30,797</u>	<u>418,000</u>	7%
Total expenditures	<u>33,999</u>	<u>53,955</u>	<u>554,398</u>	10%
Excess/(deficiency) of revenues over/(under) expenditures	18,207	(1,749)	-	
Fund balances - beginning	377,827	397,783	502,052	
Assigned				
Three months working capital	143,100	143,100	143,100	
Unassigned	252,934	252,934	358,952	
Fund balances - ending	<u>\$ 396,034</u>	<u>\$ 396,034</u>	<u>\$ 502,052</u>	

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT
SPECIAL REVENUE FUND - FRUITVILLE
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED NOVEMBER 30, 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 NOVEMBER 30, 2024**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ 51,102	\$ 51,102	\$ 366,984	14%
Assessment levy: off-roll	-	-	233,075	0%
Assessment prepayments	37,219	111,340	-	N/A
Interest	3,261	5,862	-	N/A
Total revenues	<u>91,582</u>	<u>168,304</u>	<u>600,059</u>	28%
EXPENDITURES				
Debt service				
Principal - S2020A1	-	-	120,000	0%
Principal prepayment - S2020A-2	195,000	195,000	-	N/A
Principal prepayment - S2020A-3	165,000	165,000	-	N/A
Interest - S2020A-1	116,857	116,857	233,715	50%
Interest - S2020A-2	34,100	34,100	80,300	42%
Interest - S2020A-3	70,689	70,689	152,775	46%
Total debt service	<u>581,646</u>	<u>581,646</u>	<u>586,790</u>	99%
Other fees & charges				
Tax collector	<u>767</u>	<u>767</u>	<u>7,646</u>	10%
Total other fees & charges	<u>767</u>	<u>767</u>	<u>7,646</u>	10%
Total expenditures	<u>582,413</u>	<u>582,413</u>	<u>594,436</u>	98%
Excess/(deficiency) of revenues over/(under) expenditures	(490,831)	(414,109)	5,623	
Fund balances - beginning	<u>845,611</u>	<u>768,889</u>	<u>500,327</u>	
Fund balances - ending	<u>\$ 354,780</u>	<u>\$ 354,780</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 NOVEMBER 30, 2024**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ 28,392	\$ 28,392	\$ 470,510	6%
Assessment levy: off-roll	-	-	264,367	0%
Interest / misc. income	2,706	5,477	-	N/A
Total revenues	<u>31,098</u>	<u>33,869</u>	<u>734,877</u>	5%
EXPENDITURES				
Debt service				
Principal	-	-	245,000	0%
Interest	241,287	241,287	483,225	50%
Total debt service	<u>241,287</u>	<u>241,287</u>	<u>728,225</u>	33%
Other fees & charges				
Tax collector	426	426	9,802	4%
Total other fees & charges	<u>426</u>	<u>426</u>	<u>9,802</u>	4%
Total expenditures	<u>241,713</u>	<u>241,713</u>	<u>738,027</u>	33%
Excess/(deficiency) of revenues over/(under) expenditures	(210,615)	(207,844)	(3,150)	
Fund balances - beginning	677,516	674,745	699,698	
Fund balances - ending	<u>\$ 466,901</u>	<u>\$ 466,901</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 NOVEMBER 30, 2024**

	Current Month	Year To Date
REVENUES		
Interest	\$ 19	\$ 39
Total revenues	<u>19</u>	<u>39</u>
EXPENDITURES	<u>-</u>	<u>-</u>
Total expenditures	<u>-</u>	<u>-</u>
Excess/(deficiency) of revenues over/(under) expenditures	19	39
Fund balances - beginning	(767,828)	(767,848)
Fund balances - ending	<u><u>\$ (767,809)</u></u>	<u><u>\$ (767,809)</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 NOVEMBER 30, 2024**

	Current Month	Year To Date
REVENUES		
Interest	\$ 2,383	\$ 7,440
Total revenues	<u>2,383</u>	<u>7,440</u>
EXPENDITURES		
Capital outlay	<u>152,095</u>	<u>489,994</u>
Total expenditures	<u>152,095</u>	<u>489,994</u>
Excess/(deficiency) of revenues over/(under) expenditures	(149,712)	(482,554)
Fund balances - beginning	<u>150,562</u>	<u>483,404</u>
Fund balances - ending	<u><u>\$ 850</u></u>	<u><u>\$ 850</u></u>

**WINDWARD AT
LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

MINUTES A

DRAFT

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

A Landowners' Meeting of the Windward at Lakewood Ranch Community Development District was held on December 11, 2024, at 10:45 a.m., at 5800 Lakewood Ranch Blvd, Sarasota, FL 34240.

Present were:

Chuck Adams	District Manager
John McKay	Landowner Representative
Unidentified Board Member	
Unidentified Resident	

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 10:48 a.m.

SECOND ORDER OF BUSINESS

Affidavit/Proof of Publication

The affidavit of publication was included for informational purposes.

THIRD ORDER OF BUSINESS

Election of Chair to Conduct Landowners' Meeting

Mr. Adams served as Chair to conduct the Landowners' Meeting.

FOURTH ORDER OF BUSINESS

Election of Supervisors [Seats 1, 2, 3]

A. Nominations

Mr. McKay nominated the following:

Seat 1	John Leinaweaver
Seat 2	Sandy Foster
Seat 3	Dale Weidemiller

No other nominations were made.

B. Casting of Ballots

Mr. Adams stated that Mr. John McKay is the designated proxy holder for the Landowner Neal Communities of Southwest Florida, LLC, who owns 78.15 acres, equating to 79 voting units, and 314 platted lots, equating to 314 voting units, for a total of 393 voting units.

- **Determine Number of Voting Units Represented**

A total of 393 voting units were represented.

- **Determine Number of Voting Units Assigned by Proxy**

All 393 voting units were assigned by proxy to Mr. McKay. Mr. McKay may cast up to 393 votes per Seat.

Mr. McKay cast following votes:

Seat 1	John Leinaweaver	393 Votes
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Seat 2	Sandy Foster	300 Votes
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Seat 3	Dale Weidemiller	393 Votes
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C. Ballot Tabulation and Results

Mr. Adams reported the ballot tabulation, results and term lengths, as follows:

Seat 1	John Leinaweaver	393 votes	4-Year Term
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Seat 2	Sandy Foster	300 votes	2-Year Term
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Seat 3	Dale Weidemiller	393 votes	4-Year Term
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FIFTH ORDER OF BUSINESS

Landowners' Questions/Comments

There were no Landowners' questions or comments.

SIXTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned at 10:50 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

Chair/Vice Chair

**WINDWARD AT
LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

MINUTES B

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 December 11, 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
John Leinaweaver (via telephone)	Assistant Secretary

Also present:

Chuck Adams	District Manager
Shawn Leins (via telephone)	District Engineer
Mike Kennedy	Former District Engineer
John Noakes	Public

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 11:03 a.m. Supervisors Williams, Weidemiller, Foster and Blakley were present. Supervisor Leinaweaver attended 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

Administration of Oath of Office to Newly Elected Supervisors [Seats 1, 2 and 3] (the following to be provided in a separate package)

Mr. Adams, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Ms. Sandy Foster and Mr. Dale Weidemiller. The Oath of Office will be administered to Mr. John Leinaweaver at or before the next meeting. As experienced Board Members, all are familiar with the following:

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

FOURTH ORDER OF BUSINESS

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

Mr. Adams presented Resolution 2025-02. He recapped the results of the Landowners' Election, as follows:

Seat 1	John Leinaweaver	393 votes	4-Year Term
Seat 2	Sandy Foster	300 votes	2-Year Term
Seat 3	Dale Weidemiller	393 votes	4-Year Term

On MOTION by Mr. Williams and seconded by Ms. Foster, with all in favor, 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, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2025-03, Electing and Removing Officers of the District, and Providing for an Effective Date

Mr. Adams presented Resolution 2025-03. Mr. Williams nominated the following:

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

The following prior appointments by the Board remain unchanged by this Resolution:

Chesley "Chuck" Adams	Secretary
Craig Wrathell	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

On MOTION by Mr. Williams and seconded by Mr. Weidemiller, with all in favor, Resolution 2025-03, Electing, as nominated, and Removing Officers of the District, and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Frederick Derr & Company, Inc., Change Order No. 6 [Windward at Lakewood Ranch Phase 3]

Mr. Kennedy presented Frederick Derr & Company Incorporated Change Order No. 6 for Windward at Lakewood Ranch Phase 3.

On MOTION by Mr. Blakley and seconded by Ms. Foster, with all in favor, Frederick Derr & Company, Inc., Change Order No. 6 for Windward at Lakewood Ranch Phase 3, was approved.

SEVENTH ORDER OF BUSINESS

Acceptance of the Unaudited Financial Statements as of October 31, 2024

On MOTION by Mr. Weidemiller and seconded by Mr. Williams, with all in favor, the Unaudited Financial Statements as of October 31, 2024, were accepted.

EIGHTH ORDER OF BUSINESS**Approval of November 13, 2024 Regular Meeting Minutes**

On MOTION by Mr. Williams and seconded by Mr. Blakley, with all in favor, the November 13, 2024 Regular Meeting Minutes, as presented, were approved.

NINTH ORDER OF BUSINESS**Staff Reports****A. District Counsel: Vogler Ashton, PLLC**

There was no report.

B. District Engineer: AM Engineering, LLC

Mr. Kennedy stated that he started transitioning information to AM Engineering, LLC last week. He stated that an Addendum to the Fruitville Road Contract with the County will be sent on December 17, 2024.

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

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

- **QUORUM CHECK**

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

There were no Board Members' comments or requests.

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

Mr. Noakes referred to Phase 3 and recalled that the CDD owns the sprinkler box controllers wired out to all the lots but he has not observed that at this time. It was noted that is not part of this contract. He asked if the CDD controls the irrigation system. Mr. Adams stated that the CDD controls the flow but each unit has control over its individual system. Mr. Noakes voiced his belief that the CDD owns the master controllers that are now inside the homes and that the CDD schedules the watering times and periods.

Discussion ensued regarding the main line, master controller, use of reclaim and well water, a master valve that serves the point of connection to each lot, the CDD control of the valve to the lot, property owner control of managing the system on their individual lots, etc.

TWELFTH ORDER OF BUSINESS**Adjournment**

On MOTION by Mr. Williams and seconded by Ms. Foster, with all in favor, the meeting adjourned at 11:15 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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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