

**WINDWARD AT
LAKEWOOD RANCH
COMMUNITY DEVELOPMENT
DISTRICT**

BOARD OF SUPERVISORS

February 12, 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

February 5, 2025

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 February 12, 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. Acceptance of Unaudited Financial Statements as of December 31, 2024
4. Approval of January 8, 2025 Regular Meeting Minutes
5. 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: March 12, 2025 at 11:00 AM

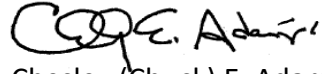
○ QUORUM CHECK

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

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
DECEMBER 31, 2024**

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
DECEMBER 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	\$ 828,248	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 828,248
Investments							
Reserve	-	-	88,879	396,250	-	-	485,129
Prepayment	-	-	264,957	44	-	-	265,001
Revenue	-	-	215,551	383,905	-	-	599,456
Construction	-	-	-	-	4,868	254,134	259,002
Due from Developer	6,723	-	-	280,050	-	147,127	433,900
Due from general fund	-	-	114,745	63,751	-	-	178,496
Due from other	575	-	-	4,346	-	1,581	6,502
Deposits	4,730	-	-	-	-	-	4,730
Undeposited funds	-	-	7,241	-	-	-	7,241
Total assets	<u>\$ 840,276</u>	<u>\$ -</u>	<u>\$ 691,373</u>	<u>\$ 1,128,346</u>	<u>\$ 4,868</u>	<u>\$ 402,842</u>	<u>\$ 3,067,705</u>
LIABILITIES							
Liabilities:							
Retainage payable	\$ -	\$ -	\$ -	\$ -	\$ 772,659	\$ 413,874	\$ 1,186,533
Due to Developer	-	118,978	-	-	-	-	118,978
Due to other	7,587	-	-	-	-	-	7,587
Due to debt service fund 2020	114,745	-	-	-	-	-	114,745
Due to debt service fund 2022	63,751	-	-	-	-	-	63,751
Developer advance	6,000	-	-	-	-	-	6,000
Total liabilities	<u>192,083</u>	<u>118,978</u>	<u>-</u>	<u>-</u>	<u>772,659</u>	<u>413,874</u>	<u>1,497,594</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	-	-	691,373	1,128,346	-	-	1,819,719
Capital projects	-	-	-	-	(767,791)	(11,032)	(778,823)
Assigned							
Three months working capital	143,100	-	-	-	-	-	143,100
Unassigned	498,370	(118,978)	-	-	-	-	379,392
Total fund balances	<u>641,470</u>	<u>(118,978)</u>	<u>691,373</u>	<u>1,128,346</u>	<u>(767,791)</u>	<u>(11,032)</u>	<u>1,563,388</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 840,276</u>	<u>\$ -</u>	<u>\$ 691,373</u>	<u>\$ 1,128,346</u>	<u>\$ 4,868</u>	<u>\$ 402,842</u>	<u>\$ 3,067,705</u>

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

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ 185,518	\$ 237,724	\$ 494,766	48%
Assessment levy: off-roll	118,680	118,680	59,132	201%
Interest and miscellaneous	-	-	500	0%
Total revenues	<u>304,198</u>	<u>356,404</u>	<u>554,398</u>	64%
EXPENDITURES				
Professional & administrative				
Supervisors	1,000	1,800	12,800	14%
Management/accounting/recording	4,000	12,000	48,000	25%
Field management	833	2,500	10,000	25%
Debt service fund accounting	458	1,375	5,500	25%
Legal	760	760	10,000	8%
Engineering	1,888	1,888	15,000	13%
Audit	3,000	3,000	5,000	60%
Arbitrage rebate calculation	-	-	750	0%
Dissemination agent	167	500	2,000	25%
Trustee	-	4,031	6,000	67%
Telephone	16	50	200	25%
Postage	209	267	500	53%
Legal advertising	628	1,175	2,000	59%
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	2,783	3,566	10,308	35%
Total professional & administrative	<u>15,742</u>	<u>38,901</u>	<u>136,398</u>	29%
Field Operations				
Well pump maintenance	-	-	5,000	0%
Wetland monitoring contract	4,150	6,225	125,000	5%
Pond maintenance contract	20,666	29,192	60,000	49%
Pond maintenance	-	-	5,000	0%
Irrigation system maintenance	5,599	14,729	85,000	17%
Irrigation PS maintenance	4,995	6,624	5,000	132%
Irrigation pump maintenance	-	-	10,000	0%
Streetlights	6,596	15,492	18,000	86%
Curb replacement	-	-	5,000	0%
Effluent water supply	1,013	1,554	80,000	2%
Contingencies	-	-	20,000	0%
Total field operations	<u>43,019</u>	<u>73,816</u>	<u>418,000</u>	18%
Total expenditures	<u>58,761</u>	<u>112,717</u>	<u>554,398</u>	20%
Excess/(deficiency) of revenues over/(under) expenditures	245,437	243,687	-	
Fund balances - beginning	396,033	397,783	502,052	
Assigned				
Three months working capital	143,100	143,100	143,100	
Unassigned	498,370	498,370	358,952	
Fund balances - ending	<u>\$ 641,470</u>	<u>\$ 641,470</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 DECEMBER 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 DECEMBER 31, 2024**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ 181,595	\$ 232,697	\$ 366,984	63%
Assessment levy: off-roll	-	-	233,075	0%
Landowner assessment	29,474	29,474	-	N/A
Assessment prepayments	118,578	228,625	-	N/A
Assessment prepayments interest	1,342	2,635	-	N/A
Interest	1,086	6,948	-	N/A
Lot closing	7,154	7,154	-	N/A
Lot closing interest	87	87	-	N/A
Total revenues	<u>339,316</u>	<u>507,620</u>	<u>600,059</u>	85%
EXPENDITURES				
Debt service				
Principal - S2020A1	-	-	120,000	0%
Principal prepayment - S2020A-2	-	195,000	-	N/A
Principal prepayment - S2020A-3	-	165,000	-	N/A
Interest - S2020A-1	-	116,857	233,715	50%
Interest - S2020A-2	-	34,100	80,300	42%
Interest - S2020A-3	-	70,689	152,775	46%
Total debt service	<u>-</u>	<u>581,646</u>	<u>586,790</u>	99%
Other fees & charges				
Tax collector	<u>2,724</u>	<u>3,490</u>	<u>7,646</u>	46%
Total other fees & charges	<u>2,724</u>	<u>3,490</u>	<u>7,646</u>	46%
Total expenditures	<u>2,724</u>	<u>585,136</u>	<u>594,436</u>	98%
Excess/(deficiency) of revenues over/(under) expenditures	336,592	(77,516)	5,623	
Fund balances - beginning	354,781	768,889	500,327	
Fund balances - ending	<u>\$ 691,373</u>	<u>\$ 691,373</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 DECEMBER 31, 2024**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ 100,892	\$ 129,284	\$ 470,510	27%
Assessment levy: off-roll	-	-	264,367	0%
Interest / misc. income	1,966	7,444	-	N/A
Landowner assessment	560,099	560,099	-	N/A
Total revenues	<u>662,957</u>	<u>696,827</u>	<u>734,877</u>	95%
EXPENDITURES				
Debt service				
Principal	-	-	245,000	0%
Interest	-	241,287	483,225	50%
Total debt service	<u>-</u>	<u>241,287</u>	<u>728,225</u>	33%
Other fees & charges				
Tax collector	<u>1,513</u>	<u>1,939</u>	<u>9,802</u>	20%
Total other fees & charges	<u>1,513</u>	<u>1,939</u>	<u>9,802</u>	20%
Total expenditures	<u>1,513</u>	<u>243,226</u>	<u>738,027</u>	33%
Excess/(deficiency) of revenues over/(under) expenditures	661,444	453,601	(3,150)	
Fund balances - beginning	<u>466,902</u>	<u>674,745</u>	<u>699,698</u>	
Fund balances - ending	<u>\$ 1,128,346</u>	<u>\$ 1,128,346</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 DECEMBER 31, 2024**

	Current Month	Year To Date
REVENUES		
Interest	\$ 18	\$ 57
Total revenues	<u>18</u>	<u>57</u>
EXPENDITURES		
Total expenditures	<u>-</u>	<u>-</u>
Excess/(deficiency) of revenues over/(under) expenditures	18	57
Fund balances - beginning	(767,809)	(767,848)
Fund balances - ending	<u><u>\$ (767,791)</u></u>	<u><u>\$ (767,791)</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 DECEMBER 31, 2024**

	Current Month	Year To Date
REVENUES		
Interest	\$ 1,469	\$ 8,910
Total revenues	<u>1,469</u>	<u>8,910</u>
EXPENDITURES		
Capital outlay	<u>13,352</u>	<u>503,346</u>
Total expenditures	<u>13,352</u>	<u>503,346</u>
Excess/(deficiency) of revenues over/(under) expenditures	(11,883)	(494,436)
Fund balances - beginning	851	483,404
Fund balances - ending	<u><u>\$ (11,032)</u></u>	<u><u>\$ (11,032)</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 January 8, 2025 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	Assistant Secretary

Also present:

Chuck Adams	District Manager
Shawn Leins	District Engineer
John McKay	Neal Communities
John Noakes	Public

*****DUE TO TECHNICAL DIFFICULTIES, AUDIO WAS NOT AVAILABLE -**

MINUTES TRANSCRIBED FROM THE MEETING NOTES***

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 11:04 a.m. All Supervisors were present.

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 [John Leinaweaver - Seat 1] (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 Mr. John Leinaweaver. Mr. Leinaweaver is 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****Ratification of Resolution 2025-03, Electing and Removing Officers of the District, and Providing for an Effective Date**

Mr. Adams presented Resolution 2025-03. The slate was as follows:

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 Ms. Foster, with all in favor, Resolution 2025-03, Electing, and Removing Officers of the District, and Providing for an Effective Date, was ratified.

FIFTH ORDER OF BUSINESS**Consideration of Frederick Derr & Company Incorporated Change Order No. 7 [Windward @LWR Phase 3]**

On MOTION by Mr. Williams and seconded by Ms. Foster, with all in favor, Frederick Derr & Company, Inc., Change Order No. 7 for Windward at Lakewood Ranch Phase 3, was approved.

SIXTH ORDER OF BUSINESS**Acceptance of the Unaudited Financial Statements as of November 30, 2024**

On MOTION by Mr. Weidemiller and seconded by Mr. Williams, with all in favor, the Unaudited Financial Statements as of November 30, 2024, were accepted.

SEVENTH ORDER OF BUSINESS**Approval of Minutes**

A. December 11, 2024 Landowners' Meeting

B. December 11, 2024 Regular Meeting

On MOTION by Mr. Williams and seconded by Ms. Foster, with all in favor, the December 11, 2024 Landowners' Meeting Minutes, as presented, were approved.

On MOTION by Mr. Williams and seconded by Mr. Weidemiller, with all in favor, the December 11, 2024 Regular Meeting Minutes, as presented, were approved.

EIGHTH ORDER OF BUSINESS**Staff Reports**

A. District Counsel: Vogler Ashton, PLLC

B. District Engineer: AM Engineering, LLC

There were no District Counsel or District Engineer reports.

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

- NEXT MEETING DATE: February 12, 2025 at 11:00 AM

- QUORUM CHECK

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

There were no Board Members' comments or requests.

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

No members of the public spoke.

ELEVENTH ORDER OF BUSINESS**Adjournment**

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

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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