

Windward at Lakewood Ranch Community Development District

3501 Quadrangle Blvd., Ste. 270, Orlando, FL 32817
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The following is the agenda for the Board of Supervisors Meeting for the **Windward at Lakewood Ranch Community Development District** scheduled to be held **Wednesday, May 11, 2022 at 12:15 p.m. at 5800 Lakewood Ranch Blvd, Sarasota, FL 34240**. The following is the proposed agenda for this meeting.

Call in number: 1-844-621-3956

Passcode: 790 562 990 #

BOARD OF SUPERVISORS' MEETING AGENDA

Administrative Matters

- Call to Order
- Public Comment Period *[for any members of the public desiring to speak on any proposition before the Board]*

Business Matters

1. Consideration of the Minutes of the April 13, 2022, Board of Supervisors Meeting
2. Consideration of Resolution 2022-09, Approving a Preliminary Budget for Fiscal Year 2023 and Setting a Public Hearing Date [Suggested Hearing Date of August 10, 2022]
3. Consideration of Resolution 2022-10, Designating Date, Time, and Location for Landowners Meeting
4. Discussion of the Solitude Lake Management Restoration Assessment
5. Review and Consideration of the Cornerstone Making Land Beautiful Proposal
6. Letter from Supervisor of Elections, Sarasota County
7. Review and Consideration of the Stormwater Needs Analysis Report *[under separate cover]*
8. Ratification of Funding Requests No.106
9. Ratification of Payment Authorizations No.024 – No.025
10. Review of District Financial Statements

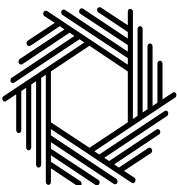
Other Business

Staff Reports

District Counsel
District Engineer
District Manager

Supervisor Requests and Audience Comments

Adjournment



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**Windward at Lakewood Ranch
Community Development District**

Consideration of the Minutes of the April 13, 2022, Board of
Supervisors Meeting

MINUTES OF MEETING

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS MEETING MINUTES
Wednesday, April 13, 2022, at 12:15 p.m.
5800 Lakewood Ranch Blvd,
Sarasota, FL 34240**

Board Members in attendance:

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

Also present or via speakerphone were:

Vivian Carvalho	District Manager-PFM Group Consulting LLC	
Venessa Ripoll	District Manager-PFM Group Consulting LLC	(via phone)
Ed Vogler	District Counsel- Vogler Ashton	(via phone)
Kim Ashton	District Counsel- Vogler Ashton	(via phone)
Mike Kennedy	District Engineer- Stantec	
Tom Panaseny	Neal Communities	(via phone)
Pam Curran	Neal Communities	
Andy Richardson	Neal Communities	(via phone)
Jennifer Villarreal	Neal Communities	
John McKay	J.H. McKay, LLC	
Kevin Plenzler	PFM Financial Advisors LLC	(via phone)
Amanda Lane	PFM Group Consulting LLC	(via phone)
Shawn Leins	AM Engineering	(via phone)
Bobbi Claybrook	AM Engineering	(via phone)
Janice Snow	Neal Communities	
(joined at 12:22 p.m.)		
Jim Schier	Neal Communities	
(joined at 12:22 p.m.)		

FIRST ORDER OF BUSINESS

Administrative Matters

Call to Order and Roll Call

The Board of Supervisors' Meeting for Windward at Lakewood Ranch CDD was called to order at 12:19 p.m. Ms. Carvalho proceeded with roll call and confirmed quorum to proceed with the meeting. Those in attendance are outlined above either in person or via speakerphone.

Public Comment Period

There were comments from the public at this time.

SECOND ORDER OF BUSINESS

Business Matters

**Consideration of the Minutes of
the Continued February 24, 2022,
Board of Supervisors Meeting**

The Board reviewed the Minutes of the Continued February 24, 2022, Board of Supervisors' Meeting.

ON MOTION by Mr. Williams, seconded by Mr. Leinaweaver, with all in favor, the Board approved the Minutes of the Continued February 24, 2022, Board of Supervisors' Meeting.

**Consideration of the Minutes of
the March 9, 2022, Board of
Supervisors Meeting.**

The Board reviewed the Minutes of the March 9, 2022, Board of Supervisors' Meeting.

ON MOTION by Mr. Williams, seconded by Mr. Leinaweaver, with all in favor, the Board approved the Minutes of the March 9, 2022, Board of Supervisors Meeting.

**Consideration of Stantec Work
Authorization No. 2 Pertaining to
Fruitville Road Intersection
Improvements**

Mr. Kennedy requested the Board table this item. The County recently submitted additional comments to the work authorization that need to be reviewed.

**Ratification of the Hoover
Pumping Systems Proposal**

The Board reviewed the proposal.

ON MOTION by Mr. Williams, seconded by Ms. Foster, with all in favor, the Board Ratified the Hoover Pumping Systems Proposal.

Review and Consideration of the Stantec Special Authorization No. 7, Utility Design for the Fruitville Road Expansion from Debrecen Road to Lorraine Road

Mr. Kennedy explained the District has been working on the Fruitville Road expansion for the last year. The County Utilities Department has requested the District do additional utility improvement work at the intersection of Lorraine Road and Fruitville Road. This is separate from the existing Roadway Design Agreement as this is a reimbursement agreement. Neal Communities will provide the upfront cost of the Utility Design and get reimbursed from the County. The total authorization amount is \$118,979,000.

A Board member asked if the Funding Agreement was a document that Mr. Vogler's team crafted. Mr. Vogler requested the Work Authorization approval is contingent upon the execution of the Developer Funding Agreement.

ON MOTION by Mr. Weidemiller, seconded by Mr. Leinaweaver, with all in favor, the Board approved the Stantec Special Authorization No. 7, Utility Design for the Fruitville Road Expansion from Debrecen Road to Lorraine Road.

Jim Shier joined the meeting at 12:24 p.m.

Ratification of the Termination Letter to Solitude Lake Management

Ms. Carvalho noted the Board approved to proceed with a new company for aquatic services, Eco Tech. Ms. Carvalho noted the reasons for terminating Solitude Lake Management, which included the increase of pricing and the consistency of companies, as Eco Tech already services the wetlands and has initiated planting in the ponds.

Mr. Williams expressed concerns with the circumstances that direction was given to District Management by the HOA Manager and a Neal Communities employee to terminate a District contract. It was noted that neither of those entities have the authority to approve the cancelation of a District contract. It was requested District business come before the Board for approval before action is taken, as to follow business processes.

ON MOTION by Mr. Williams, seconded by Mr. Weidemiller, with all in favor, the Board Ratified the Termination Letter to Solitude Lake Management.

**Review and Discussion of
Wrathell, Hunt & Associates, LLC
Proposal for District Management
Services**

Mr. Williams explained there were issues noted by the developer and the majority landowner in relationship with issues that have occurred with PFM, current District Management company. The Board was presented with a proposal for new District Management services. The reason for the request for termination has nothing to do with professionalism or business acumen of Ms. Carvalho and Ms. Ripoll but rather significant billing and debt service errors from the backoffice. The majority landowner recently interviewed Wrathell, Hunt & Associates as apart of the process of establishing a new District, so it was requested Windward at Lakewood Ranch CDD consider the company for District Management services. It was stated Wrathell, Hunt & Associates, LLC agreed to keep the management fees the same as was budgeted for the fiscal year 2022.

Mr. Kennedy asked about the transition of management companies as it relates to payment authorizations, contracts, and funding agreements. Mr. Williams stated both district management companies would work together on the transition.

ON MOTION by Mr. Williams, seconded by Mr. Leinaweaver, with all in favor, the Board approved the Wrathell, Hunt & Associates, LLC Proposal for District Management Services.

**Review and Discussion of Existing
PFM Contracts for the District**

Ms. Carvalho stated the current district management company will stay in place until May 31, 2022.

ON MOTION by Mr. Williams, seconded by Mr. Weidemiller, with all in favor, the Board terminated the agreement with PFM Group Consulting LLC and PFM Financial Advisors LLC, effective May 31, 2022.

**Ratification of Funding Request
No. 104- No. 105**

The Board reviewed the Funding Request No. 104 – 105.

ON MOTION by Mr. Williams, seconded by Mr. Leinaweaver, with all in favor, the Board Ratified Funding Request No. 104 - No. 105.

Ratification of Payment Authorizations No. 020- No. 023

The Board reviewed Payment Authorizations No. 020- 023.

ON MOTION by Mr. Weidemiller, seconded by Mr. Williams, with all in favor, the Board Ratified Payment Authorizations No. 020 - No. 023.

Ratification of Requisition Series 2022 No. 1

ON MOTION by Mr. Williams, seconded by Mr. Leinaweaver with all in favor, the Board Ratified Requisition Series 2022 No. 1.

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Review of District Financial Statements

The Board reviewed the Financial Statements through January 31, 2022.

ON MOTION by Mr. Weidemiller, seconded by Mr. Williams, with all in favor, the Board accepted the District Financial Statements.

THIRD ORDER OF BUSINESS

Other Business

Staff Reports

District Counsel – No Report

District Engineer – No Report

District Manager – Ms. Carvalho noted that the next meeting is scheduled for May 11, 2022, at this location at 12:15 p.m. The proposed FY 2023 budget will be presented during the May meeting. It was stated the new management company and the developer entity will be consulted throughout the budget process.

FOURTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

A Board member reiterated the reasons for terminating PFM for District Management services had nothing to do with Ms. Carvalho or Ms. Ripoll.

There were no supervisor requests or audience comments.

FIFTH ORDER OF BUSINESS

Continuance

There was no additional business to discuss. Ms. Carvalho requested a motion to continue this meeting to April 28, 2022, at 11:00 a.m. at this location.

ON MOTION by Mr. Williams, seconded by Mr. Leinaweaver, with all in favor, the April 13, 2022, Windward at Lakewood Ranch Community Development District was continued at 12:19 p.m. to April 28, 2022, at 11:00 a.m. at this location.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

Windward at Lakewood Ranch Community Development District

Consideration of Resolution 2022-09, Approving a Preliminary Budget for Fiscal Year 2023 and Setting a Public Hearing Date [Suggested Hearing Date of August 10, 2022]

RESOLUTION 2022-09

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WINDWARD AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT APPROVING THE PROPOSED BUDGET FOR FISCAL YEAR 2022/2023 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Windward at Lakewood Ranch Community Development District (the “District”) was established by Ordinance No. 2019-050, adopted by the Board of County Commissioners in and for Sarasota County, Florida, effective as of December 11, 2019; and

WHEREAS, the District Manager has prepared and submitted to the Board of Supervisors of the Windward at Lakewood Ranch Community Development District (the “Board”) the proposed budget for the Fiscal Year 2022/2023, which concludes September 30, 2022; and

WHEREAS, the Board has considered the proposed budget and desires to set the required public hearing thereon.

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

SECTION 1. PROPOSED BUDGET APPROVED. The proposed budget prepared by the District Manager for Fiscal Year 2022/2023 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said proposed budget.

SECTION 2. SETTING A PUBLIC HEARING. A public hearing on said approved proposed budget is hereby declared and set for the following date, hour and location:

DATE: _____, **2022**

HOUR: _____

LOCATION: _____

SECTION 3. TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENTS. The District Manager is hereby directed to submit a copy of the Proposed Budget to Sarasota County at least 60 days prior to the hearing set above.

SECTION 4. POSTING OF PROPOSED BUDGET. In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed Budget on the District’s website at least two (2) days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

SECTION 5. PUBLICATION OF NOTICE. Notice of this public hearing shall be published in the manner prescribed in Florida law.

SECTION 6. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

SECTION 7. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 11th day of May, 2022.

ATTEST:

**WINDWARD AT LAKEWOOD
RANCH COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A: FY 2022/2023 proposed budget

Exhibit A
FY 2022/2023 proposed budget

[See attached]

Windward at Lakewood Ranch CDD
FY 2023 Proposed O&M Budget

	Actual Through 03/31/2022	Anticipated 04/2022 - 09/2022	Anticipated FY 2022 Total	FY 2022 Adopted Budget	FY 2023 Proposed Budget
Revenues					
Off-Roll Assessments	\$ 234,028.74	\$ 2,110.26	\$ 236,139.00	\$ 236,139.00	\$ 466,710.36
Developer Contribution	5,019.50	72,456.53	77,476.03	-	-
Other Income & Other	0.01	-	0.01	-	-
Net Revenues	\$ 239,048.25	\$ 74,566.79	\$ 313,615.04	\$ 236,139.00	\$ 466,710.36
General & Administrative					
Supervisor Fees	\$ 7,800.00	\$ 6,000.00	\$ 13,800.00	\$ 12,000.00	\$ 12,000.00
Public Officials' Insurance	2,250.00	-	2,250.00	2,475.00	2,531.00
Trustee Services	4,031.25	-	4,031.25	6,000.00	6,000.00
Management	15,000.00	15,000.00	30,000.00	30,000.00	48,000.00
Field Management	-	-	-	-	10,000.00
Engineering	1,237.00	1,237.02	2,474.02	15,000.00	15,000.00
Dissemination Agent	2,500.00	2,500.00	5,000.00	5,000.00	2,000.00
District Counsel	14,294.00	14,293.98	28,587.98	20,000.00	35,000.00
Assessment Administration	7,500.00	-	7,500.00	7,500.00	5,500.00
Reamortization Schedules	-	250.00	250.00	250.00	-
Audit	-	4,400.00	4,400.00	6,000.00	4,500.00
Arbitrage Calculation	-	-	-	-	600.00
Postage & Shipping	37.19	37.20	74.39	300.00	300.00
Legal Advertising	4,406.25	4,406.28	8,812.53	4,000.00	4,000.00
Bank Fees	-	-	-	180.00	90.00
Miscellaneous	0.01	-	0.01	500.00	500.00
Office Supplies	245.00	-	245.00	250.00	250.00
Web Site Maintenance	1,060.00	1,700.00	2,760.00	2,700.00	2,820.00
Dues, Licenses, and Fees	175.00	-	175.00	175.00	175.00
General Insurance	2,750.00	-	2,750.00	3,025.00	3,094.00
Total General & Administrative Expenses	\$ 63,285.70	\$ 49,824.48	\$ 113,110.18	\$ 115,355.00	\$ 152,360.00
Project Maintenance Expenses					
Well Pump Maintenance	\$ -	\$ 2,250.00	\$ 2,250.00	\$ 4,500.00	\$ -
Wetland Mitigation	18,069.00	18,069.00	36,138.00	25,000.00	21,760.00
Wetland Preserve	40,425.00	40,425.00	80,850.00	36,000.00	80,850.00
Pond Maintenance Contract	8,404.37	8,404.38	16,808.75	15,084.00	-
Pond Maintenance	650.00	649.98	1,299.98	20,000.00	-
Irrigation	-	-	-	-	8,000.00
Irrigation Pump Contract	14,005.00	14,005.02	28,010.02	3,200.00	167,850.36
Irrigation Pump Maintenance	7,784.58	7,784.58	15,569.16	5,000.00	2,890.00
Irrigation Repairs	-	-	-	-	8,000.00
Drainage Maintenance	-	2,500.02	2,500.02	5,000.00	5,000.00
Streetlights	8,039.45	8,039.46	16,078.91	5,000.00	18,000.00
Curb Replacement	-	1,000.02	1,000.02	2,000.00	2,000.00
Total Project Maintenance Expenses	\$ 97,377.40	\$ 103,127.46	\$ 200,504.86	\$ 120,784.00	\$ 314,350.36
Total Expenses	\$ 160,663.10	\$ 152,951.94	\$ 313,615.04	\$ 236,139.00	\$ 466,710.36
Net Income	\$ 78,385.15	\$ (78,385.15)	\$ -	\$ -	\$ -

Windward at Lakewood Ranch CDD
Proposed FY 2023
Debt Service Budgets

	Series 2020A-1	Series 2020A-2	Series 2020A-3
REVENUES:			
Special Assessments	\$ 475,247.50	\$ 413,160.00	\$ 249,532.50
TOTAL REVENUES	<u>\$ 475,247.50</u>	<u>\$ 413,160.00</u>	<u>\$ 249,532.50</u>
EXPENDITURES:			
Interest 11/01/2022	\$ 121,207.50	\$ 137,720.00	\$ 83,177.50
Interest 05/01/2023	119,520.00	137,720.00	83,177.50
Principal 05/01/2023	115,000.00	-	-
TOTAL EXPENDITURES	<u>\$ 355,727.50</u>	<u>\$ 275,440.00</u>	<u>\$ 166,355.00</u>
EXCESS REVENUES	<u>\$ 119,520.00</u>	<u>\$ 137,720.00</u>	<u>\$ 83,177.50</u>
Interest 11/01/2023	\$ 119,520.00	\$ 137,720.00	\$ 83,177.50

Windward at Lakewood Ranch
 FY 2023 Proposed Assessment Methodology

Land Use	Phase 1, # Units	Phase 2, # Units**	Net Annual O&M Per Unit	Gross Annual O&M per Unit*	Net Annual DS Per Phase 1 Unit	Gross Annual DS per Phase 1 Unit*	Total Net Annual Phase 1 Assessment Per Unit	Total Gross Annual Phase 1 Assessment per Unit*	Gross O&M Last Year (FY 2022)	Increase / (Decrease)
37.5' (Villas)	64	104	438.23	466.20	886.82	943.43	1,325.05	1,409.63	235.88	230.32
45'	86	135	525.88	559.44	1,071.57	1,139.97	1,597.45	1,699.41	283.06	276.38
52'	67	156	607.68	646.47	1,231.69	1,310.31	1,839.37	1,956.78	307.46	339.01
72'	73	95	841.40	895.11	1,699.73	1,808.22	2,541.13	2,703.33	425.72	469.39
	=====	=====								
Total	290	490								

* The gross-up includes an allowance for the fees of county staff and the early-payment discount.

** Phase 2 unit bond debt is being paid off by the developer when sold to builders.

Windward at Lakewood Ranch CDD
Budget Item Descriptions
FY 2022 – 2023

Revenues

Off-Roll Assessments

The District can levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the Fiscal Year. Assessments collected through direct billing are referred to as “Off-Roll Assessments.”

General & Administrative Expenses

Supervisor Fees

Chapter 190 of the Florida Statutes allows for a member of the Board of Supervisors to be compensated for meeting attendance and to receive up to \$200.00 per meeting plus payroll taxes. The amount for the Fiscal Year is based upon all supervisors attending the meetings.

Public Officials’ Insurance

Supervisors’ and Officers’ liability insurance.

Trustee Services

The Trustee submits invoices annually for services rendered on bond series. These fees are for maintaining the district trust accounts.

Management

The District receives Management and Administrative services as part of a Management Agreement with PFM Group Consulting, LLC. These services are further outlined in Exhibit “A” of the Management Agreement.

Engineering

The District’s engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of invoices, and all other engineering services as requested by the district throughout the year.

Dissemination Agent

When bonds are issued for the District, the Bond Indenture requires continuing disclosure, which the dissemination agent provides to the trustee and bond holders.

Windward at Lakewood Ranch CDD

Budget Item Descriptions

FY 2022 – 2023

District Counsel

The District's legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts, and all other legal services as requested by the District throughout the year.

Assessment Administration

The District can levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the Fiscal Year. It is typically collected via the Tax Collector. The District Manager submits an Assessment Roll to the Tax Collector annually by the deadline set by the Tax Collector or Property Appraiser.

Reamortization Schedules

When debt is paid on a bond series, a new amortization schedule must be recalculated. This can occur up to four times per year per bond issue.

Audit

Chapter 218 of the Florida Statutes requires a District to conduct an annual financial audit by an Independent Certified Public Accounting firm. Some exceptions apply.

Arbitrage Calculation

Annual computations are necessary to calculate arbitrage rebate liability to ensure the District's compliance with all tax regulations.

Postage & Shipping

Mail, overnight deliveries, correspondence, etc.

Legal Advertising

The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to, monthly meetings, special meetings, and public hearings for the District.

Bank Fees

Bank fees associated with the services the District uses with the bank (e.g. remote deposit capture, positive pay, wire transfers, ACH payments, monthly maintenance, etc.).

Miscellaneous

Other general & administrative expenses incurred throughout the year.

Office Supplies

General office supplies associated with the District.

Windward at Lakewood Ranch CDD
Budget Item Descriptions
FY 2022 – 2023

Web Site Maintenance

Website maintenance fee.

Dues, Licenses & Fees

The District is required to pay an annual fee to the Department of Economic Opportunity.

General Insurance

Insurance to cover the general liability of the District.

Project Maintenance Expenses

Well Pump Maintenance

Maintenance of well pump owned by the District.

Wetland Maintenance

Maintenance of wetland owned by the District above-and-beyond what is covered by the Wetland Contract.

Wetland Contract

Contracted expense for wetland maintenance owned by the District.

Pond Maintenance Contract

Contracted expense for pond maintenance owned by the District.

Pond Maintenance

Maintenance of ponds owned by the District above-and-beyond what is covered by the Pond Contract.

Irrigation Pump Maintenance Contract

Contracted expenses for irrigation pumps owned by the District.

Irrigation Pump Maintenance

Maintenance of irrigation pumps owned by the District above-and-beyond what is covered by the Irrigation Pump Maintenance Contract.

Drainage Maintenance

Maintenance of drainage within the District.

Windward at Lakewood Ranch CDD
Budget Item Descriptions
FY 2022 – 2023

Streetlights

Streetlighting expenses within the District.

Curb Replacement

Replacement of curbs owned by the District.

**Windward at Lakewood Ranch
Community Development District**

Consideration of Resolution 2022-10, Designating Date,
Time, and Location for Landowners Meeting

RESOLUTION 2022-10

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WINDWARD AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT DESIGNATING A DATE, TIME AND LOCATION FOR A LANDOWNERS' MEETING AND ELECTION; PROVIDING FOR PUBLICATION; ESTABLISHING FORMS FOR THE LANDOWNER ELECTION; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, 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(1), *Florida Statutes*, the District's Board of Supervisors ("**Board**") "shall exercise the powers granted to the district pursuant to [Chapter 190, *Florida Statutes*]," and the Board shall consist of five members; and

WHEREAS, the District is statutorily required to hold a meeting of the landowners of the District for the purpose of electing Board Supervisors for the District on a date in November established by the Board, which shall be noticed pursuant to Section 190.006(2), *Florida Statutes*.

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

1. **EXISTING BOARD SUPERVISORS; SEATS SUBJECT TO ELECTIONS.** The Board is currently made up of the following individuals:

<u>Seat Number</u>	<u>Supervisor</u>	<u>Term Expiration Date</u>
1	John Leinaweaver	2024
2	Sandy Foster	2024
3	Dale Weidemiller	2022
4	Pete Williams	2022
5	John Blakley	2022

This year, Seat 3, currently held by Dale Weidemiller, Seat 4, currently held by Pete Williams, and Seat 5, currently held by John Blakley, are subject to election by landowners in November 2022. The two candidates receiving the highest number of votes shall be elected for a term of four (4) years. The candidate receiving the next highest number of votes shall be elected for a term of two (2) years. The term of office for each successful candidate shall commence upon election.

2. **LANDOWNER'S ELECTION.** In accordance with Section 190.006(2), *Florida Statutes*, the meeting of the landowners to elect Board Supervisor(s) of the District shall be held on the _____ day of November 2022, at _____ a/p.m., and located at _____.

3. **PUBLICATION.** The District's Secretary is hereby directed to publish notice of the landowners' meeting and election in accordance with the requirements of Section 190.006(2), *Florida Statutes*.

4. **FORMS.** Pursuant to Section 190.006(2)(b), *Florida Statutes*, the landowners' meeting and election have been announced by the Board at its _____, 2022 meeting. A sample notice of landowners' meeting and election, proxy, ballot form and instructions were presented at such meeting and are attached hereto as **Exhibit A**. Such documents are available for review and copying during normal business hours at the District's Local Records Office, located at _____, or at the office of the District Manager, PFM Group Consulting, LLC, located at 3501 Quadrangle Blvd. Suite 270, Orlando, Florida 32817.

5. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

6. **EFFECTIVE DATE.** This Resolution shall become effective upon its passage.

PASSED AND ADOPTED THIS ____ DAY OF _____, 2022.

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

ATTEST:

CHAIRMAN / VICE CHAIRMAN

SECRETARY / ASST. SECRETARY

EXHIBIT A

NOTICE OF LANDOWNERS' MEETING AND ELECTION AND MEETING OF THE BOARD OF SUPERVISORS OF THE WINDWARD AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT

Notice is hereby given to the public and all landowners within Windward at Lakewood Ranch Community Development District ("**District**") the location of which is generally described as comprising a parcel or parcels of land containing approximately _____ acres, located east of _____, north of _____, south of _____ and west of _____, in Sarasota County, Florida, advising that a meeting of landowners will be held for the purpose of electing three (3) person/people to the District's Board of Supervisors ("**Board**", and individually, "**Supervisor**"). Immediately following the landowners' meeting there will be convened a meeting of the Board for the purpose of considering certain matters of the Board to include election of certain District officers, and other such business which may properly come before the Board.

DATE: _____
TIME: _____
PLACE: _____

Each landowner may vote in person or by written proxy. Proxy forms may be obtained upon request at the office of the District Manager, PFM Group Consulting, LLC, located at 3501 Quadrangle Blvd, Suite 270., Orlando, Florida 32817 ("**District Manager's Office**"). At said meeting each landowner or his or her proxy shall be entitled to nominate persons for the position of Supervisor and cast one vote per acre of land, or fractional portion thereof, owned by him or her and located within the District for each person to be elected to the position of Supervisor. A fraction of an acre shall be treated as one acre, entitling the landowner to one vote with respect thereto. Platted lots shall be counted individually and rounded up to the nearest whole acre. The acreage of platted lots shall not be aggregated for determining the number of voting units held by a landowner or a landowner's proxy. At the landowners' meeting the landowners shall select a person to serve as the meeting chair and who shall conduct the meeting.

The landowners' meeting and the Board meeting are open to the public and will be conducted in accordance with the provisions of Florida law. One or both of the meetings may be continued to a date, time, and place to be specified on the record at such meeting. A copy of the agenda for these meetings may be obtained from the District Manager's Office. There may be an occasion where one or more supervisors will participate by telephone.

Any person requiring special accommodations to participate in these meetings is asked to contact the District Manager's Office, at least 48 hours before the hearing. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

A person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that such person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

Vivian Carvalho
District Manager
Run Date(s): _____ & _____

PUBLISH: ONCE A WEEK FOR 2 CONSECUTIVE WEEKS, THE LAST DAY OF PUBLICATION TO BE NOT FEWER THAN 14 DAYS OR MORE THAN 28 DAYS BEFORE THE DATE OF ELECTION, IN A NEWSPAPER WHICH IS IN GENERAL CIRCULATION IN THE AREA OF THE DISTRICT

**INSTRUCTIONS RELATING TO LANDOWNERS' MEETING OF
WINDWARD AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT
FOR THE ELECTION OF SUPERVISORS**

DATE OF LANDOWNERS' MEETING: _____, _____, 2022

TIME: _____ A.M./P.M.

LOCATION: _____

Pursuant to Chapter 190, *Florida Statutes*, and after a Community Development District ("**District**") has been established and the landowners have held their initial election, there shall be a subsequent landowners' meeting for the purpose of electing members of the Board of Supervisors ("**Board**") every two years until the District qualifies to have its board members elected by the qualified electors of the District. The following instructions on how all landowners may participate in the election are intended to comply with Section 190.006(2)(b), *Florida Statutes*.

A landowner may vote in person at the landowners' meeting, or the landowner may nominate a proxy holder to vote at the meeting in place of the landowner. Whether in person or by proxy, each landowner shall be entitled to cast one vote per acre of land owned by him or her and located within the District, for each position on the Board that is open for election for the upcoming term. A fraction of an acre shall be treated as one (1) acre, entitling the landowner to one vote with respect thereto. For purposes of determining voting interests, platted lots shall be counted individually and rounded up to the nearest whole acre. Moreover, please note that a particular parcel of real property is entitled to only one vote for each eligible acre of land or fraction thereof; therefore, two or more people who own real property in common, that is one acre or less, are together entitled to only one vote for that real property.

At the landowners' meeting, the first step is to elect a chair for the meeting, who may be any person present at the meeting. The landowners shall also elect a secretary for the meeting who may be any person present at the meeting. The secretary shall be responsible for the minutes of the meeting. The chair shall conduct the nominations and the voting. If the chair is a landowner or proxy holder of a landowner, he or she may nominate candidates and make and second motions. Candidates must be nominated and then shall be elected by a vote of the landowners. Nominees may be elected only to a position on the Board that is open for election for the upcoming term.

This year, three (3) seats on the Board will be up for election by landowners. The two candidates receiving the highest number of votes shall be elected for a term of four (4) years. The candidate receiving the next highest number of votes shall be elected for a term of two (2) years. The term of office for each successful candidate shall commence upon election.

A proxy is available upon request. To be valid, each proxy must be signed by one of the legal owners of the property for which the vote is cast and must contain the typed or printed name of the individual who signed the proxy; the street address, legal description of the property or tax parcel identification number; and the number of authorized votes. If the proxy authorizes more than one vote, each property must be listed and the number of acres of each property must be included. The signature on a proxy does not need to be notarized.

LANDOWNER PROXY

**WINDWARD AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT
SARASOTA COUNTY, FLORIDA
LANDOWNERS' MEETING – [DATE]**

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints _____ (“**Proxy Holder**”) for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of the Windward at Lakewood Ranch Community Development District to be held at

_____, and at any adjournments thereof, according to the number of acres of unplatted land and/or platted lots owned by the undersigned landowner that the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing that may be considered at said meeting including, but not limited to, the election of members of the Board of Supervisors. Said Proxy Holder may vote in accordance with his or her discretion on all matters not known or determined at the time of solicitation of this proxy, which may legally be considered at said meeting.

Any proxy heretofore given by the undersigned for said meeting is hereby revoked. This proxy is to continue in full force and effect from the date hereof until the conclusion of the landowners' meeting and any adjournment or adjournments thereof but may be revoked at any time by written notice of such revocation presented at the landowners' meeting prior to the Proxy Holder's exercising the voting rights conferred herein.

Printed Name of Legal Owner

Signature of Legal Owner

Date

<u>Parcel Description</u>	<u>Acreage</u>	<u>Authorized Votes</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel. If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

Total Number of Authorized Votes: _____

NOTES: Pursuant to Section 190.006(2)(b), *Florida Statutes* (2019), a fraction of an acre is treated as one (1) acre entitling the landowner to one vote with respect thereto. For purposes of determining voting interests, platted lots shall be counted individually and rounded up to the nearest whole acre. Moreover, two (2) or more persons who own real property in common that is one acre or less are together entitled to only one vote for that real property.

If the fee simple landowner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto (e.g., bylaws, corporate resolution, etc.).

OFFICIAL BALLOT
WINDWARD AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT
SARASOTA COUNTY, FLORIDA
LANDOWNERS' MEETING - _____

For Election (3 Supervisors): The two (2) candidates receiving the highest number of votes will each receive a four (4) year term, and the one (1) candidate receiving the next highest number of votes will receive a two (2) year term, with the term of office for the successful candidates commencing upon election.

The undersigned certifies that he/she/it is the fee simple owner of land, or the proxy holder for the fee simple owner of land, located within the [CDD Name] Community Development District and described as follows:

<u>Description</u>	<u>Acreage</u>
_____	_____
_____	_____
_____	_____

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel.] [If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

or

Attach Proxy.

I, _____, as Landowner, or as the proxy holder of _____ (Landowner) pursuant to the Landowner's Proxy attached hereto, do cast my votes as follows:

SEAT #	NAME OF CANDIDATE	NUMBER OF VOTES
3		
4		
5		

Date: _____

Signed: _____
 Printed Name: _____

Windward at Lakewood Ranch Community Development District

Discussion of the Solitude Lake Management Restoration
Assessment

Windward at Lakewood Ranch

Restoration Assessment

Sample Date: 4 Apr 2022

Report Date: 13 Apr 2022

Field Biologist: Mitchell Hartwig

Lab Scientist: Ryan Ebanks



Site #12 2-3

Glossary 4

SOLITUDE
LAKE MANAGEMENT

888.480.LAKE (5253)

Solitudelakemanagement.com

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Restoration Assessment: Windward at Lakewood Ranch, Site #12

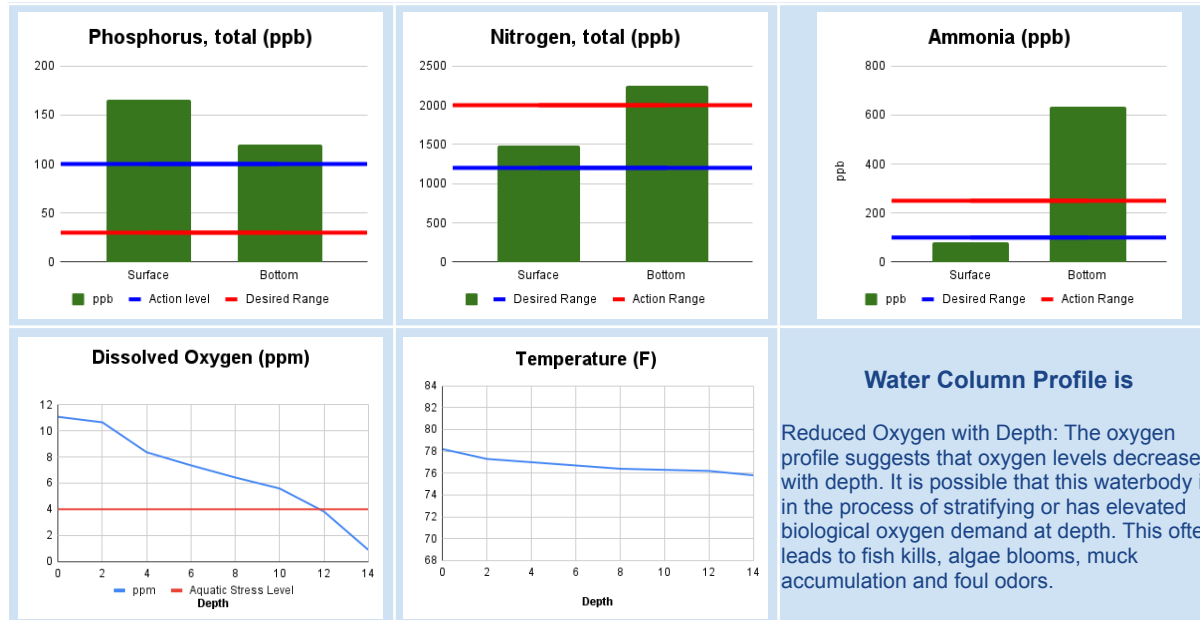
Sample Date: 4 Jan 2022

Test	Desired Range	Action Range	Surface	Bottom	This lake is
Phosphorus, Total	< 30 ppb	> 100	166	120	High
Nitrogen, Total	<1,200 ppb	> 2,000	1,479	2,254	High
Ammonia	< 100 ppb	> 250	81	634	High
Conductivity	< 1,200 uS/cm	NA	336	372	Healthy
Alkalinity, Total	> 80 ppm	<40	91	95	Healthy
Turbidity	< 5 NTU	NA	3.01	2.78	Healthy
pH reading	6.5 - 8.5	NA	9.45	9.06	High
Secchi reading	< 4 feet	NA	2		Low



Acres: 2.47

Average Depth (feet): 15.3



Observations

Water quality data suggests that this site is experiencing elevated ammonia, nitrogen, and phosphorus levels. Ammonia is a byproduct of organic matter decomposition. It is common for ammonia to accumulate under low-oxygen conditions or from recent runoff events. Elevated ammonia may cause toxicity issues for aquatic life. Elevated nutrient levels often cause excessive plant and algae growth along with a cascading series of detrimental symptoms in a water body.

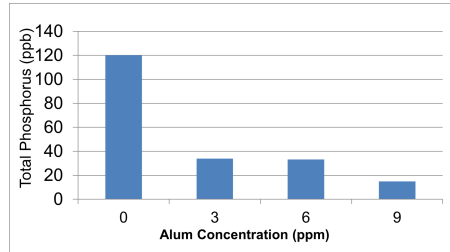
Recommendations

- Aeration for improved oxygen
- Phosphorus reduction
- Nitrogen/Ammonia reduction
- Watershed management
- Ongoing water quality monitoring

Restoration Assessment: Windward at Lakewood Ranch, Site #12

Sample Date: 4 Jan 2022

Phosphorus Dosing Results (Desired Range is <30 ppb, Action Level is >100 ppb)



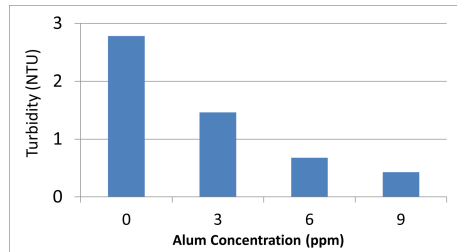
Product (ppm as Aluminum)	Total Phosphorus (ppb)
0	120
3	34
6	33
9	15

Treatment Recommendations

Based on laboratory results the following is recommended

- 9 ppm of Alum as aluminum
- Follow up testing to verify treatment results 7-30 days post treatment

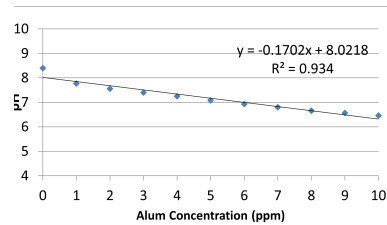
Turbidity Dosing Results (Desired Range is <5 NTU)



Product (ppm as Aluminum)	Turbidity (NTU)
0	2.78
3	1.46
6	0.68
9	0.43

Due to external factors not accounted for in a laboratory setting results may vary from this report.

pH Titration Dosing Limitations



In order to protect aquatic life, it is recommended that the pH levels do not drop below 6.0.

It is recommended that the dosage does not exceed 10 ppm as aluminum, at any one time based on laboratory data.

Water Quality Parameter	Desired Range	Action Level	Non-normal results may lead to	Common causes of non-normal levels
Phosphorus, total	< 30 ppb	> 100 ppb	Excessive algae growth, muck accumulation, nuisance midge fly population, unbalanced fishery, etc.	Reclaimed water discharge, landscape fertilizer runoff and agricultural drainage, phosphorus laden bottom sediments
Nitrogen, total	< 1,200 ppb	> 2,000 ppb	Excessive algae growth, muck accumulation, nuisance midge fly population, unbalanced fishery, etc.	Reclaimed water discharge, landscape fertilizer runoff and agricultural drainage, organic material input like grass clippings and leaf litter
Ammonia	< 100 ppb	> 250 ppb	May lead to fish and wildlife becoming unhealthy or passing, especially under high pH conditions	Organic decomposition, landscape/fertilizer runoff, and anoxic conditions (low oxygen), excessive waterfowl excrement
Dissolved Oxygen	> 4 ppm	N/A	Leads to nutrient recycling from the sediments (phosphorus), may cause fish kill events, foul odors, etc.	Stratification, higher than normal biological oxygen demand
Temperature	< 4 degree difference	N/A	Often leads to low dissolved oxygen, nutrient recycling, and unbalanced ecosystems	Natural processes
Alkalinity	> 80 ppm	N/A	Drastic pH swings and an unhealthy ecosystem to grow sportfish populations	Low background levels
Conductivity	< 1,200 uS/cm	N/A	Fish kills for salt intolerant species, damage to turf through irrigation, change in algae community (golden algae)	Salt water intrusion, road salt runoff, excessive additions of reclaimed / effluent water
Turbidity	< 5 NTU	N/A	Loss of clarity in water and in extreme conditions fish kills	Sediment run-off, bottom sediment in suspension, algae blooms, etc.
Secchi Disk	> 4 feet	N/A	Loss of clarity in water	Sediment run-off, bottom sediment in suspension, algae blooms, etc.
pH reading	6.5 - 8.5	N/A	Unbalanced ecosystems and potentially fish kill events	Watershed run-off, pool discharges, algae blooms, etc.

^The above thresholds are general goals that have been determined by decades of lake management experience from our lake management team and a variety of peer reviewed journal studies.

**Windward at Lakewood Ranch
Community Development District**

Review and Consideration of the Cornerstone Making Land
Beautiful Proposal



Cornerstone

MAKING LAND BEAUTIFUL

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

IRRIGATION MAINTENANCE

CONTRACT

(WINDWARD & MARTINIQUE TOWNHOMES AT LAKEWOOD RANCH)

MARCH 31, 2022

Irrigation Maintenance Contract

This Landscape Maintenance Contract ("Contract") is dated this **31st** day of **March 2022**, (the "Effective Date") by and between, Windward at Lakewood Ranch CDD (hereinafter referred to as, "Customer" or "CDD"), and **Cornerstone Solutions Group** (hereinafter referred to as "Contractor").

1. **TERM & SCOPE OF WORK:** Contractor shall furnish all labor, materials, and necessary equipment to maintain the irrigation system within the CDD property (the "Property") for a one (1) year period commencing **April 1, 2022, and** ending **April 1, 2023**, (the "Term"). The Term of this Contract shall automatically renew for additional one (1) year periods, with each one (1) year period being deemed a successive Term, unless terminated by either party as set forth below. The compensation set forth below shall increase by not to exceed three percent (3%) for each successive Term. In fulfillment of its obligation, Contractor shall use its best efforts to perform the "Scope of Work," identified on Exhibit "A," attached hereto and incorporated herein. A depiction of the Property is set forth on Exhibit "B," attached hereto and incorporated herein.
2. **INSURANCE:** Contractor, for itself, its subcontractors, agents, and employees, shall carry general liability and personal insurance, covering all events resulting in damage to property and injuries to persons, with a responsible insurance company qualified to do business in the State of Florida. The limits of such insurance coverage shall be at least Two Million Dollars (\$2,000,000) per occurrence for liability due to injury to or death of a person or persons and at least Five Million Dollars (\$5,000,000) for public liability due to property damage. Contractor shall additionally provide Workers' Compensation Insurance on behalf of each of its employees or laborers working on the CDD's Property in accordance with all applicable laws. Such insurance shall remain in effect during the entire Term of this Contract. Contractor shall deliver to the CDD an insurance certificate evidencing such insurance prior to the signing of this Contract and at the beginning of each successive Term thereafter, which names the Association as an additional insured.
3. **INDEMNIFICATION:** Contractor shall indemnify and hold harmless the CDD from all injuries, damages, causes of action or claims to the extent they are caused by acts, omissions, or negligence on the part of Contractor, its agents, subcontractor, employees, or others acting on behalf of Contractor, in the performance of its obligations under this Contract.
4. **TERMINATION:** Either the CDD or Contractor may terminate this Contract with or without cause upon thirty (30) days advance written notice to the other party. Association, upon proper documentation provided with the notice of termination may withhold final payment until deficiencies are corrected. Should deficiencies not be corrected by the final date of service the CDD may reduce the final payment by the cost to make the identified repairs/restoration.
5. **NOTICES:** Any notice required to be sent to the CDD or Contractor under this Contract shall be sent to the parties at the following address unless otherwise specified by US Mail, hand delivery, courier, or electronic Email communications:

To the Community Development District:
Windward at Lakewood Ranch CDD
c/o PFM Group Consulting, LLC
3501 Quadrangle Boulevard, Suite 270
Orlando, FL 32817
Carvalhov@pfm.com

To the Contractor:
Cornerstone Solutions Group
14620 Bellamy Brothers Blvd.
Dade City, FL 33525
jbalsar@FLCornerstone.com

6. **LICENSES:** The Contractor will maintain a Landscape Contractor's License as required by state or local law, in addition to the Contractor complying with all other license and permit requirements.

7. **DEFAULT AND ATTORNEYS' FEES:** The Contractor is liable for any breach of this contract, including but not limited to damage to any property due to the operation of equipment in performing the services required by this Contract, as well as any damage to plant material due to improper horticultural practices or installation of the irrigation system. Contractor shall comply with all laws and regulations pertaining to protected plant species such as the mangroves. The parties shall have the right to enforce this Contract at law and in equity, and the prevailing party of any dispute requiring enforcement hereunder shall be entitled to an award of its reasonable attorneys' fees and costs.
8. **COMPENSATION:** The Contractor will be compensated in the amounts shown directly below (the "Base Compensation") for the Scope of Work identified in Exhibit "A." In the event the CDD requests and approves additional services to be performed by Contractor, then Contractor shall receive additional compensation for the services as set forth in Exhibit "C," attached hereto and incorporated herein (the "Additional Compensation"). Association agrees that all non-disputed payments will be issued within thirty (30) days of receipt of an invoice from Contractor.

WINDWARD AT LAKEWOOD RANCH

CURRENT PRICING:

COMMON AREAS – PHASE 1 & 2A

<i>Service Description</i>	<i>Billed As</i>	<i>Price</i>
Irrigation Management – Common Area	Per Month	\$11,003.08
Total Price	Per Month	\$11,003.08

BUILD OUT PRICING:

COMMON AREAS

<i>Service Description</i>	<i>Billed As</i>	<i>Price</i>
Irrigation Management – Phase 1 & 2A	Per Month	\$11,008.03
*Irrigation Management – Phase 2B	Per Month	\$1,457.50
*Irrigation Management – Phase 3	Per Month	\$486.00
Total Price	Per Month	\$12,951.53

**Build out estimates for Phase 2B and Phase 3 Commons Areas are contingent upon field inspection when areas are completed due to vague information call outs within the plans. Pricing may change if development deviates from the initial plans submitted at time of RFP.*

MARTINIQUE TOWNHOMES AT LAKEWOOD RANCH

CURRENT PRICING:

<i>Service Description</i>	<i>Billed As</i>	<i>Price</i>
Irrigation Management – Common Area	Per Month	\$1,036.00
Total Price	Per Month	\$1,036.00

BUILD OUT PRICING:

<i>Service Description</i>	<i>Billed As</i>	<i>Price</i>
Irrigation Management – Common Area	Per Month	\$1,036.00
Total Price	Per Month	\$1,036.00

9. **JURISDICTION, VENUE, WAIVER OF JURY TRIAL, ASSIGNMENT.** The parties expressly consent to the exclusive jurisdiction and venue of the State of Florida Circuit Court where the Property is located. The parties further expressly agree herein to waive any right to have any issue relating to this Contract determined by a jury trial. Contractor shall not be permitted to assign this Contract without the prior written consent of CDD, which consent may be withheld in the CDD's sole and absolute discretion.
10. **ENTIRE AGREEMENT AND COUNTERPART EXECUTION.** This Contract shall constitute the entire agreement between the parties and no oral representations shall be binding. This Contract be binding upon each party upon execution and may be executed in counterparts with all counterparts taken together constituting this one Contract.

IN WITNESS WHEREOF, the parties have executed this Contract as of the Effective Date.

COMMUNITY DEVELOPMENT DISTRICT:

Windward at Lakewood Ranch Community Development District

By: _____

Printed Name

Its: _____

CONTRACTOR:

Cornerstone Solutions Group _____

By: Scott S. Stinson _____

Scott Stinson

Printed Name

Its: **Director of Field Services** _____

EXHIBIT "A"

SCOPE OF WORK

IRRIGATION SYSTEM:

Monthly wet checks will be included as a part of the landscape service. These checks will include examining each clock and rain sensor for proper programming and operation as well as cycling through each zone long enough to fully evaluate coverage and head operation.

Making minor adjustments to heads for areas lacking coverage and cleaning any filters associated with said system. All wet checks will be documented and provided to the property manager at the end of each month.

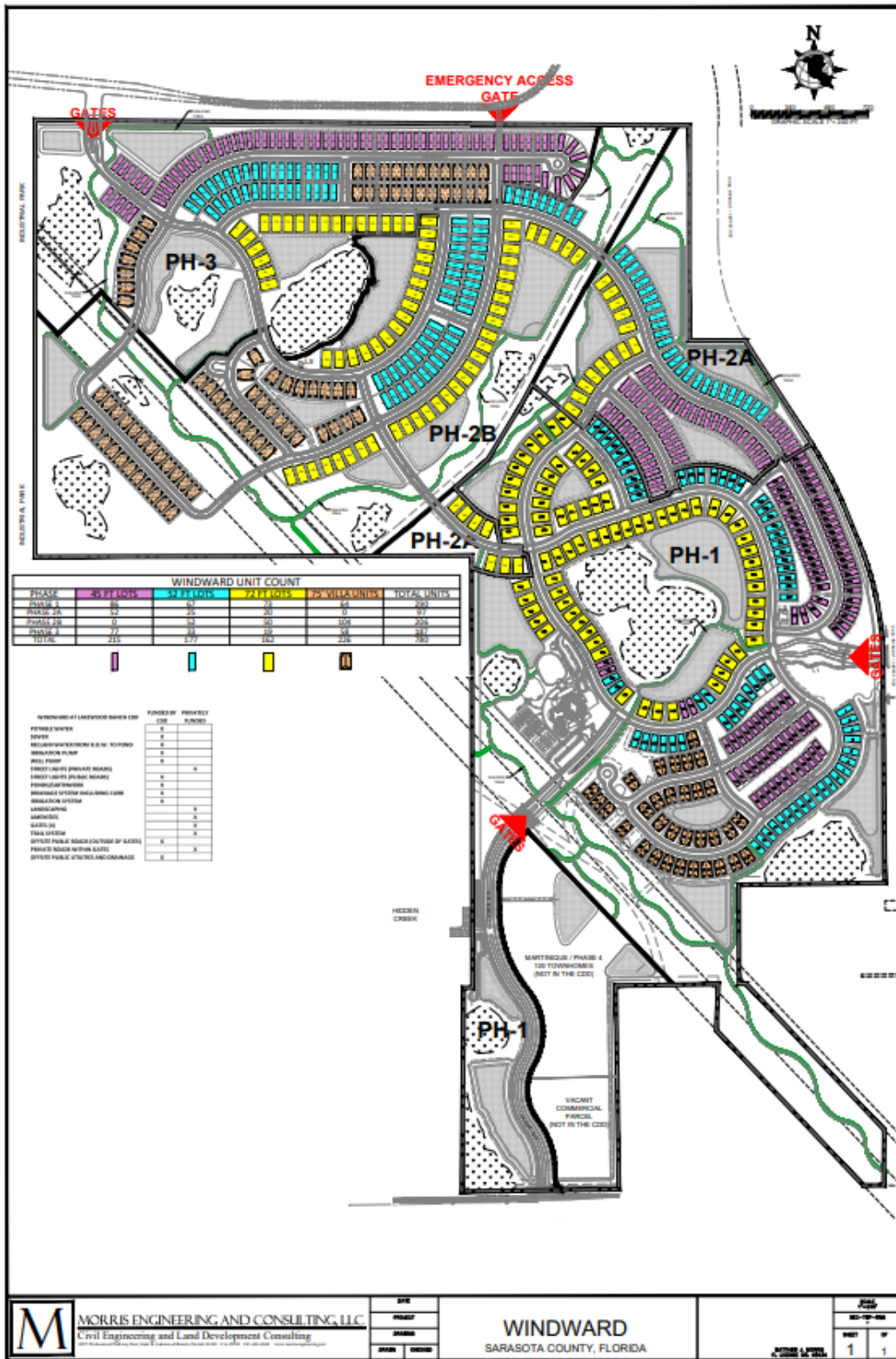
Controllers will be programmed with watering schedules approved by management that conform with all governmental utility restrictions to provide quantities and frequencies consistent with seasonal requirements in order to maintain healthy moisture levels in plant and turf beds.

The contractor will reprogram each clock manually whenever necessary to adjust run times and run days seasonally to conform to restrictions imposed by governmental agencies as a part of the base maintenance service.

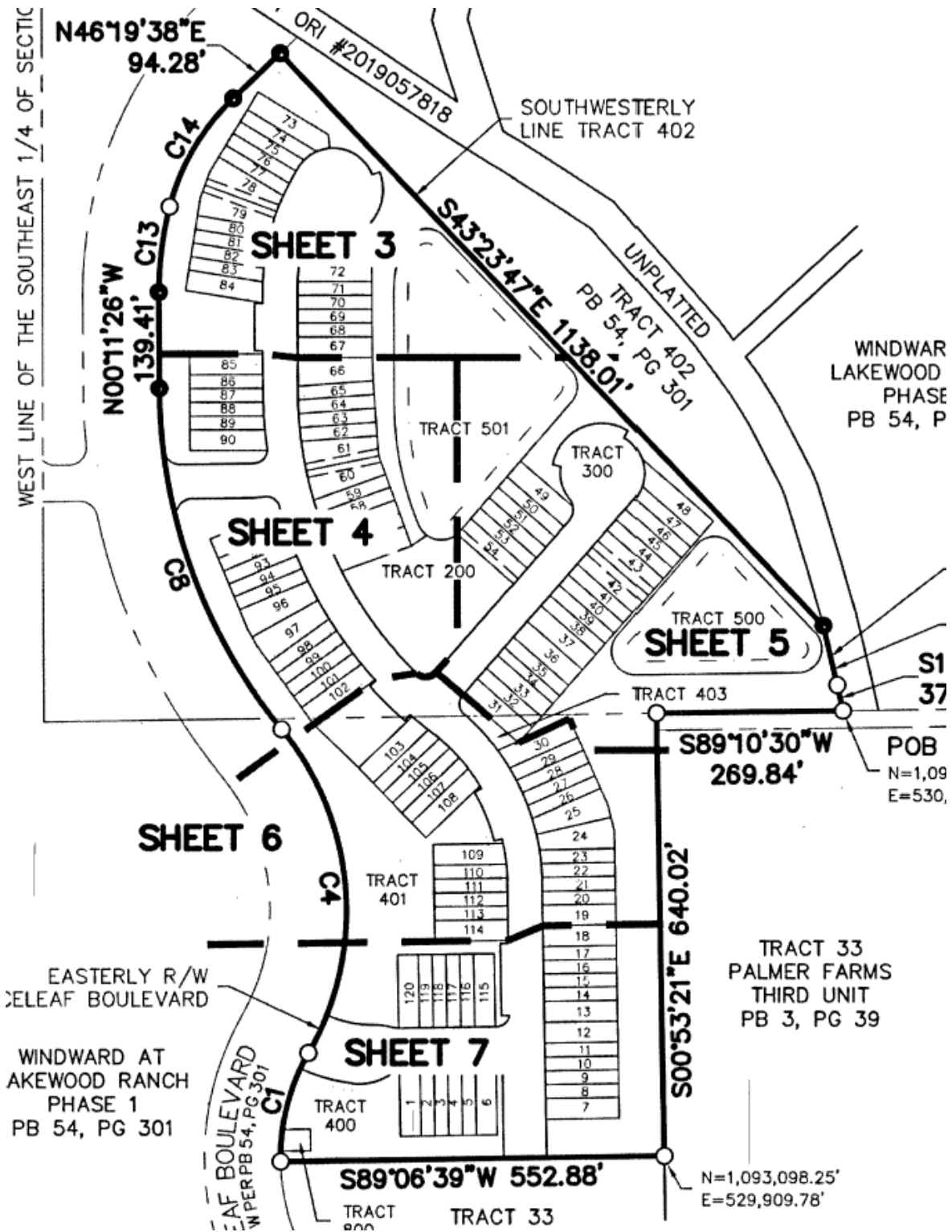
Any damages to the irrigation system cause by Contractor negligence while carrying out maintenance operations shall be repaired as soon as it is recognized with no charge to the owner. Faulty equipment, filter or nozzle replacement, head-raising or relocation or accidental damage shall be repaired with comparable parts at an additional expense. Not to exceed amount of **\$500.00** for irrigation repairs monthly to avoid additional trip charge. Repairs above this amount to be approved by the Board of Directors.

EXHIBIT "B"

DESCRIPTION OF THE PROPERTY/MAP - WINDWARD



DESCRIPTION OF THE PROPERTY/MAP – MARTINIQUE TOWNHOMES



**Windward at Lakewood Ranch
Community Development District**

Letter from Supervisor of Elections, Sarasota County



Ron Turner Supervisor of Elections

Sarasota County: *Our County. Our Vote.*

April 22, 2022

Jennifer Walden, Senior District Manager
PFM Group Consulting, LLC
3501 Quadrangle Blvd, Suite 270
Orlando FL 32817

Subject: Qualified Electors for Winward at Lakewood Ranch CDD

Dear Jennifer:

Listed below is the total number of qualified registered electors for Winward at Lakewood Ranch Community Development District as of April 15, 2022.

Voters: 69

Sincerely,

Ron Turner
Supervisor of Elections
Sarasota County, Florida

RT/alp

Windward at Lakewood Ranch Community Development District

Review and Consideration of the Stormwater Needs
Analysis Report [under separate cover]

**Windward at Lakewood Ranch
Community Development District**

Ratification of Funding Requests No.106

**WINDWARD AT LAKEWOOD RANCH
 COMMUNITY DEVELOPMENT DISTRICT**

Funding Request 106

FR #	Description	Amount	Total
106	Stantec Consulting Services	\$ 552.00	
		Total	\$552.00

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

Funding Request No. 106
4/8/2022

Item No.	Vendor	Invoice Number	Construction Fund	
1	Stantec Consulting Services Phase 2 Bidding & Limited Construction Services Through 04/01/2022	1907569	\$	552.00
		TOTAL	\$	552.00

Venessa Ripoll
Secretary / Assistant Secretary


Board Member

**Windward at Lakewood Ranch
Community Development District**

Ratification of Payment Authorizations No.024 – No.025

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorizations Nos. 024-025			
PA #	Description	Amount	Total
024	Eco-Logic Services	\$ 3,200.00	
	PFM Group Consulting	\$ 2,968.13	
			\$6,168.13
025	Hoover Pumping Systems	\$ 2,704.11	
	Solitude Lake Management	\$ 1,319.27	
		\$ 128.75	
	Stantec Consulting Services	\$ 276.00	
	Westcoast Landscape & Lawns	\$ 147.00	
		\$ 141.00	
			\$4,716.13
		Total	\$10,884.26

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 024

4/1/2022

Item No.	Vendor	Invoice Number	General Fund
1	Eco-Logic Services March Mitigation Services	1825	\$ 3,200.00
2	PFM Group Consulting Billable Expenses	119374	\$ 2,968.13
TOTAL			\$ 6,168.13

Vivian Carvalho

Officer



Board Member

Windward at Lakewood Ranch CDD
c/o PFM Group Consulting
3501 Quadrangle Blvd. Ste. 270
Orlando, FL 32817
LaneA@pfm.com // (407) 723-5925

RECEIVED

By Amanda Lane at 10:22 am, Apr 04, 2022

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 025

4/8/2022

Item No.	Vendor	Invoice Number	General Fund
1	Hoover Pumping Systems Filter Disc Cleanings	165153	\$ 2,704.11
2	Solitude Lake Management April Management Services April Management Services	PI-A00786779 PI-A00786780	\$ 1,319.27 \$ 128.75
3	Stantec Consulting Services Engineering Services Through 04/01/2022	1907568	\$ 276.00
4	Westcoast Landscape & Lawns March Inspection Repairs March HOA/Commons Inspection Repairs	101262 101263	\$ 147.00 \$ 141.00
TOTAL			\$ 4,716.13

Venessa Ripoll

Officer



Board Member

Windward at Lakewood Ranch Community Development District

Review of District Financial Statements

Windward at Lakewood Ranch CDD
Statement of Financial Position
As of 3/31/2022

	General Fund	Debt Service Fund	Capital Projects Fund	Long-Term Debt Group	Total
<u>Assets</u>					
<u>Current Assets</u>					
General Checking Account	\$86,601.09				\$86,601.09
Deposits	25.00				25.00
Due From Other Funds		\$1,767.72			1,767.72
Debt Service Reserve (Series 2020-A1)		88,878.75			88,878.75
Debt Service Reserve (Series 2022)		418,293.75			418,293.75
Revenue (Series 2020-A1, A2)		349,830.09			349,830.09
Revenue (Series 2020-A3)		0.13			0.13
Prepayment (Series 2020-A2)		502,365.20			502,365.20
Capitalized Interest (Series 2022)		357,894.44			357,894.44
Accounts Receivable - Due from Developer			\$259,335.05		259,335.05
Acq/Constr (Series 2020-A3)			3,317,114.32		3,317,114.32
Acq/Constr (Series 2022)			6,495,506.79		6,495,506.79
Cost of Issuance (Series 2022)			101,475.00		101,475.00
Total Current Assets	\$86,626.09	\$1,719,030.08	\$10,173,431.16	\$0.00	\$11,979,087.33
<u>Investments</u>					
Amount Available in Debt Service Funds				\$1,717,262.36	\$1,717,262.36
Amount To Be Provided				28,592,737.64	28,592,737.64
Total Investments	\$0.00	\$0.00	\$0.00	\$30,310,000.00	\$30,310,000.00
Total Assets	\$86,626.09	\$1,719,030.08	\$10,173,431.16	\$30,310,000.00	\$42,289,087.33
<u>Liabilities and Net Assets</u>					
<u>Current Liabilities</u>					
Accounts Payable	\$3,212.45				\$3,212.45
Accounts Payable			\$259,335.05		259,335.05
Retainage Payable			625,762.00		625,762.00
Deferred Revenue			259,335.05		259,335.05
Total Current Liabilities	\$3,212.45	\$0.00	\$1,144,432.10	\$0.00	\$1,147,644.55
<u>Long Term Liabilities</u>					
Revenue Bonds Payable - Long-Term				\$30,310,000.00	\$30,310,000.00
Total Long Term Liabilities	\$0.00	\$0.00	\$0.00	\$30,310,000.00	\$30,310,000.00
Total Liabilities	\$3,212.45	\$0.00	\$1,144,432.10	\$30,310,000.00	\$31,457,644.55

Windward at Lakewood Ranch CDD
Statement of Financial Position
As of 3/31/2022

	General Fund	Debt Service Fund	Capital Projects Fund	Long-Term Debt Group	Total
<u>Net Assets</u>					
Net Assets - General Government	\$5,028.49				\$5,028.49
Current Year Net Assets - General Government	78,385.15				78,385.15
Net Assets, Unrestricted		\$521,722.73			521,722.73
Current Year Net Assets, Unrestricted		1,197,307.35			1,197,307.35
Net Assets, Unrestricted			\$3,216,197.74		3,216,197.74
Current Year Net Assets, Unrestricted			5,812,801.32		5,812,801.32
Total Net Assets	<u>\$83,413.64</u>	<u>\$1,719,030.08</u>	<u>\$9,028,999.06</u>	<u>\$0.00</u>	<u>\$10,831,442.78</u>
Total Liabilities and Net Assets	<u>\$86,626.09</u>	<u>\$1,719,030.08</u>	<u>\$10,173,431.16</u>	<u>\$30,310,000.00</u>	<u>\$42,289,087.33</u>

Windward at Lakewood Ranch CDD
Statement of Activities
As of 3/31/2022

	General Fund	Debt Service Fund	Capital Projects Fund	Long-Term Debt Group	Total
<u>Revenues</u>					
Off-Roll Assessments	\$234,028.74				\$234,028.74
Developer Contributions	5,019.50				5,019.50
Other Income & Other Financing Sources	0.01				0.01
Off-Roll Assessments		\$347,035.69			347,035.69
Other Assessments		1,347,363.05			1,347,363.05
Debt Proceeds		1,055,622.59			1,055,622.59
Developer Contributions			\$1,466,283.68		1,466,283.68
Debt Proceeds			13,319,377.41		13,319,377.41
Total Revenues	\$239,048.25	\$2,750,021.33	\$14,785,661.09	\$0.00	\$17,774,730.67
<u>Expenses</u>					
Supervisor Fees	\$7,800.00				\$7,800.00
Public Officials' Liability Insurance	2,250.00				2,250.00
Trustee Services	4,031.25				4,031.25
Management	15,000.00				15,000.00
Engineering	1,237.00				1,237.00
Dissemination Agent	2,500.00				2,500.00
District Counsel	14,294.00				14,294.00
Assessment Administration	7,500.00				7,500.00
Postage & Shipping	37.19				37.19
Legal Advertising	4,406.25				4,406.25
Miscellaneous	0.01				0.01
Office Supplies	245.00				245.00
Web Site Maintenance	1,060.00				1,060.00
Dues, Licenses, and Fees	175.00				175.00
Wetland Upland Maintenance	18,069.00				18,069.00
Wetlands Monitoring	40,425.00				40,425.00
Pond Contract	8,404.37				8,404.37
Lake/Pond Repair	650.00				650.00
General Insurance	2,750.00				2,750.00
Irrigation	14,005.00				14,005.00
Irrigation Parts	7,784.58				7,784.58
Streetlights	8,039.45				8,039.45
Principal Payments - Series 2020-A2		\$895,000.00			895,000.00
Interest Payments - Series 2020-A1		122,032.50			122,032.50
Interest Payments - Series 2020-A2		173,085.00			173,085.00
Interest Payments - Series 2020-A3		83,177.50			83,177.50
Other Debt Service Costs		279,434.40			279,434.40
Management			\$10,000.00		10,000.00
Engineering			9,084.00		9,084.00
Dissemination Agent			1,000.00		1,000.00
District Counsel			35,000.00		35,000.00
Trustee Counsel			5,500.00		5,500.00
Bond Counsel			45,000.00		45,000.00
Contingency			1,916,181.45		1,916,181.45
Developer Repayment			6,951,164.82		6,951,164.82
Total Expenses	\$160,663.10	\$1,552,729.40	\$8,972,930.27	\$0.00	\$10,686,322.77

Other Revenues (Expenses) & Gains (Losses)

Interest Income		\$15.42			\$15.42
Interest Income			\$70.50		70.50
Total Other Revenues (Expenses) & Gains (Losses)	<u>\$0.00</u>	<u>\$15.42</u>	<u>\$70.50</u>	<u>\$0.00</u>	<u>\$85.92</u>
Change In Net Assets	\$78,385.15	\$1,197,307.35	\$5,812,801.32	\$0.00	\$7,088,493.82
Net Assets At Beginning Of Year	<u>\$5,028.49</u>	<u>\$521,722.73</u>	<u>\$3,216,197.74</u>	<u>\$0.00</u>	<u>\$3,742,948.96</u>
Net Assets At End Of Year	<u><u>\$83,413.64</u></u>	<u><u>\$1,719,030.08</u></u>	<u><u>\$9,028,999.06</u></u>	<u><u>\$0.00</u></u>	<u><u>\$10,831,442.78</u></u>

Windward at Lakewood Ranch CDD
 Budget to Actual
 For the Month Ending 03/31/2022

	Year to Date			FY 2022 Adopted Budget
	Actual	Budget	Variance	
Revenues				
Off-Roll Assessments	\$ 234,028.74	\$ 118,069.50	\$ 115,959.24	\$ 236,139.00
Developer Contributions	5,019.50	-	5,019.50	-
Other Income & Other Financing Sources	0.01	-	0.01	-
Net Revenues	\$ 239,048.25	\$ 118,069.50	\$ 120,978.75	\$ 236,139.00
General & Administrative Expenses				
Supervisor Fees	\$ 7,800.00	\$ 6,000.00	\$ 1,800.00	\$ 12,000.00
Public Officials' Insurance	2,250.00	1,237.50	1,012.50	2,475.00
Trustee Services	4,031.25	3,000.00	1,031.25	6,000.00
Management	15,000.00	15,000.00	-	30,000.00
Engineering	1,237.00	7,500.00	(6,263.00)	15,000.00
Dissemination Agent	2,500.00	2,500.00	-	5,000.00
District Counsel	14,294.00	10,000.00	4,294.00	20,000.00
Assessment Administration	7,500.00	3,750.00	3,750.00	7,500.00
Reamortization Schedules	-	125.00	(125.00)	250.00
Audit	-	3,000.00	(3,000.00)	6,000.00
Postage & Shipping	37.19	150.00	(112.81)	300.00
Legal Advertising	4,406.25	2,000.00	2,406.25	4,000.00
Bank Fees	-	90.00	(90.00)	180.00
Miscellaneous	0.01	250.00	(249.99)	500.00
Office Supplies	245.00	125.00	120.00	250.00
Web Site Maintenance	1,060.00	1,350.00	(290.00)	2,700.00
Dues, Licenses, and Fees	175.00	87.50	87.50	175.00
General Insurance	2,750.00	1,512.50	1,237.50	3,025.00
Total General & Administrative Expenses	\$ 63,285.70	\$ 57,677.50	\$ 5,608.20	\$ 115,355.00
Project Maintenance Expenses				
Well Pump Maintenance	\$ -	\$ 2,250.00	\$ (2,250.00)	\$ 4,500.00
Wetland Maintenance	18,069.00	12,500.00	5,569.00	25,000.00
Wetland Contract	40,425.00	18,000.00	22,425.00	36,000.00
Pond Maintenance Contract	8,404.37	7,542.00	862.37	15,084.00
Pond Maintenance	650.00	10,000.00	(9,350.00)	20,000.00
Irrigation Pump Maintenance Contract	14,005.00	1,600.00	12,405.00	3,200.00
Irrigation Pump Maintenance	7,784.58	2,500.00	5,284.58	5,000.00
Drainage Maintenance	-	2,500.00	(2,500.00)	5,000.00
Streetlights	8,039.45	2,500.00	5,539.45	5,000.00
Curb Replacement	-	1,000.00	(1,000.00)	2,000.00
Total Project Maintenance Expenses	\$ 97,377.40	\$ 60,392.00	\$ 36,985.40	\$ 120,784.00
Total Expenses	\$ 160,663.10	\$ 118,069.50	\$ 42,593.60	\$ 236,139.00
Net Income (Loss)	\$ 78,385.15	\$ -	\$ 78,385.15	\$ -