

**WINDWARD AT  
LAKEWOOD  
RANCH**

**COMMUNITY DEVELOPMENT  
DISTRICT**

**June 8, 2022**

**REGULAR MEETING  
AGENDA**

# 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

June 1, 2022

**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 June 8, 2022, at 12:00 P.M., at 5800 Lakewood Ranch Blvd, Sarasota, FL 34240. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments: Agenda Items (*limited to 3 minutes per individual*)
3. Ratification of Resolution 2022-11, Appointing and Removing Officers of the District and Providing for an Effective Date
4. Ratification of Resolution 2022-12, Directing the District Manager to Appoint Signors on the Local Bank Account; and Providing an Effective Date
5. Consideration of Resolution 2022-13, Redesignating the Primary Administrative Office and Principal Headquarters of the District and Providing an Effective Date
6. Consideration of Resolution 2022-14, Authorizing and Approving Change of Registered Agent and Registered Office of the District, and Providing for an Effective Date
7. Consideration of Stormwater Needs Analysis Report
8. Consideration of Stantec Consulting Services Inc., Change Orders [Windward Neighborhood 1, Phase 2 and Neighborhood 2, Phase 1 Project]
  - A. No. 2 Under Specific Authorization No. 4
  - B. No. 4
9. Approval of May 11, 2022 Regular Meeting Minutes
10. Staff Reports
  - A. District Counsel: *Vogler Ashton, PLLC*
  - B. District Engineer: *Stantec*

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

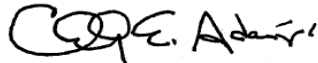
- NEXT MEETING DATE: July 13, 2022 at 12:00 P.M.
- QUORUM CHECK

JOHN LEINAWEAVER	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SANDY FOSTER	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
DALE WEIDEMILLER	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
PETE WILLIAMS	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
JOHN BLAKLEY	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO

11. Board Members' Comments/Requests
12. Public Comments: Non-Agenda Items (*limited to 3 minutes per individual*)
13. 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**

**3**

**RESOLUTION 2022-11**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WINDWARD AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT APPOINTING 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 situated entirely within the City of Venice, Florida; and

**WHEREAS**, the District's Board of Supervisors desires to appoint 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 are appointed as Officers of the District effective June 1, 2022:

Chesley E Adams is appointed Secretary;

Craig Wrathell is appointed Assistant Secretary;

Craig Wrathell is appointed as Treasurer;

Jeff Pinder is appointed as Assistant Treasurer;

**SECTION 2.** The following Officers shall be removed as Officers as of 11:59 p.m. on May 31, 2022.

Vivian Carvalho Secretary;

Venessa Ripoli Assistant Secretary;

Jennifer Glasgow is appointed as Treasurer;

Amanda Lane is appointed as Assistant Treasurer;

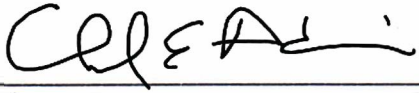
**SECTION 3.** This Resolution supersedes any prior appointments made by the Board for Secretaries, Treasurer, Assistant Secretaries, and Assistant Treasurers.

**SECTION 4.** This Resolution shall take effect upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED THIS 24TH DAY OF MAY, 2022.

ATTEST:

WINDWARD AT LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT



Secretary/Assistant Secretary



Chair/Vice Chair, Board of Supervisors

**WINDWARD AT  
LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

**4**

**RESOLUTION 2022-12**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WINDWARD AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT DIRECTING THE DISTRICT MANAGER TO APPOINT SIGNORS ON THE LOCAL BANK ACCOUNT; AND PROVIDING AN EFFECTIVE DATE**

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

**WHEREAS**, the District’s Board of Supervisors desires to appoint District Chair, Treasurer and Assistant Treasurer as signors on the account.

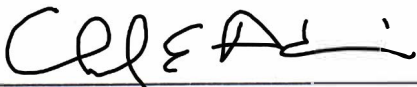
**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WINDWARD AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT THAT:**

1. **DESIGNATING AUTHORIZED SIGNATORIES.** The District Chair, Treasurer and Assistant Treasurer shall be appointed as signors on the local bank account.
2. **EFFECTIVE DATE.** This Resolution shall take effect upon its passage and shall remain in effect unless rescinded or repealed.

**PASSED AND ADOPTED** this 24th day of May, 2022.

ATTEST:

**WINDWARD AT LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT**



Secretary/Assistant Secretary



Chair/Vice Chair, Board of Supervisors



**WINDWARD AT  
LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

**5**

**RESOLUTION 2022-13**

**A RESOLUTION BY THE BOARD OF SUPERVISORS OF THE WINDWARD AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT REDESIGNATING THE PRIMARY ADMINISTRATIVE OFFICE AND PRINCIPAL HEADQUARTERS OF THE DISTRICT AND PROVIDING AN EFFECTIVE DATE**

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

**WHEREAS**, the District desires to designate its primary administrative office as the location where the District’s public records are routinely created, sent, received, maintained, and requested, for the purposes of prominently posting the contact information of the District’s Record’s Custodian in order to provide citizens with the ability to access the District’s records and ensure that the public is informed of the activities of the District in accordance with Chapter 119, *Florida Statutes*; and

**WHEREAS**, the District additionally desires to specify the location of the District’s principal headquarters for the purpose of establishing proper venue under the common law home venue privilege applicable to the District.

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

**1. PRIMARY ADMINISTRATIVE OFFICE.** The District’s primary administrative office for purposes of Chapter 119, *Florida Statutes*, shall be located at 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431.

**2. PRINCIPAL HEADQUARTERS.** The District’s principal headquarters for purposes of establishing proper venue shall be located at the offices of 5800 Lakewood Ranch Blvd., Sarasota, Florida 34240, and within Sarasota County, Florida.

**3. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED** this 8th day of June, 2022.

ATTEST:

**WINDWARD AT LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chair/Vice Chair, Board of Supervisors

**WINDWARD AT  
LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

**6**

**RESOLUTION 2022-14**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF WINDWARD AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND APPROVING CHANGE OF REGISTERED AGENT AND REGISTERED OFFICE OF THE DISTRICT, AND PROVIDING FOR 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*; and

**WHEREAS**, the District is statutorily required to designate a registered agent and a registered office location for the purposes of accepting any process, notice, or demand required or permitting by law to be served upon the District in accordance with Section 189.014(1), *Florida Statutes*; and

**WHEREAS**, the District previously designated a registered agent and a registered office location; and

**WHEREAS**, at this time, the District desires to designate a new registered agent and registered office for the purposes of accepting any process, notice, or demand required or permitting by law to be served upon the District in accordance with Section 189.014(1), *Florida Statutes*.

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

1. **DESIGNATION OF REGISTERED AGENT.** Craig Wrathell is hereby designated as Registered Agent for the District.
2. **REGISTERED OFFICE.** The District's Registered Office shall be located at 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431.
3. **FILING.** In accordance with Section 189.014, Florida Statutes, the District's Secretary is hereby directed to file certified copies of this resolution with the County and the Florida Department of Economic Opportunity.
4. **EFFECTIVE DATE.** This Resolution shall become effective immediately upon adoption.

**PASSED AND ADOPTED** this 8<sup>th</sup> day of June, 2022

ATTEST:

**WINDWARD AT LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

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Secretary/Assistant Secretary

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Chair/Vice Chair, Board of Supervisors

**WINDWARD AT  
LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

**8A**



**Stantec Consulting Services Inc.**  
6900 Professional Parkway East  
Sarasota FL 34240-8414  
Tel: (941) 907-6900  
Fax: (941) 907-6910

May 24, 2022

Via: E-Mail ([carvalhov@pfm.com](mailto:carvalhov@pfm.com))

File: 215616044

Windward at Lakewood Ranch Community Development District  
c/o PFM Group Consulting LLC  
3501 Quadrangle Blvd.  
Orlando, FL 32817

Attn: **Ms. Vivian Carvalho**  
**District Manager**

Reference: **Change Order No. 2 Under Specific Authorization No. 4**  
**Windward Neighborhood 1, Phase 2 and Neighborhood 2, Phase 1 Project**

Dear Ms. Carvalho:

Due to ongoing project needs and changes. Stantec is requesting approval to proceed with the additional professional services as follows:

**Existing Task 250 – Limited Construction Phase Services**

Stantec is requesting an increase in the budget for ongoing Bidding and Construction Phase Services requirements due to construction schedule extension.

\* Time and Material (T/M) estimates are based upon past experience, but the actual fee may be more or less due to factors outside of Stantec's control. In addition, movement of budget between tasks is allowed as long as fees are not exceeded without prior consent from the Client.

S.A. Contract to Date	\$ 40,000
Increase this Change Order	\$ <u>7,500</u>
New Contract Sum	\$ 47,500



CO 2 to SA 4  
Windward @ LWR CDD  
Windward Neighborhood 1, Phase 2 and Neighborhood 2, Phase 1  
Page 2 of 2

\_\_\_\_\_  
Stantec Consulting Services Inc.

\_\_\_\_\_  
6920 Professional Parkway East

\_\_\_\_\_  
Sarasota, FL 34240

\_\_\_\_\_  
*Michael A Kennedy*  
By

\_\_\_\_\_  
May 24, 2022

\_\_\_\_\_  
Date

\_\_\_\_\_  
*Kevin A Wilk*  
By

\_\_\_\_\_  
May 24, 2022

\_\_\_\_\_  
Date

\_\_\_\_\_  
Windward at LWR CDD c/o PFM

\_\_\_\_\_  
3501 Quadrangle Blvd.

\_\_\_\_\_  
Orlando, FL 32817

\_\_\_\_\_  
By

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



## **SCHEDULE OF FEES**

Effective January 1, 2022

<b><u>Staff Level</u></b>	<b><u>Rate</u></b>
Level 3	\$ 105.00
Level 4	\$ 116.00
Level 5	\$ 132.00
Level 6	\$ 136.00
Level 7	\$ 144.00
Level 8	\$ 154.00
Level 9	\$ 159.00
Level 10	\$ 164.00
Level 11	\$ 179.00
Level 12	\$ 188.00
Level 13	\$ 198.00
Level 14	\$ 208.00
Level 15	\$ 220.00
Level 16	\$ 243.00
Level 17	\$ 251.00
Level 18	\$ 256.00
Level 19	\$ 266.00
Level 20	\$ 276.00
Level 21	\$ 293.00
1 Person Field Crew	\$ 100.00
2 Person Field Crew	\$ 145.00
3 Person Field Crew	\$ 165.00
4 Person Field Crew	\$ 185.00

Unit billings, such as printing and survey materials, will be billed at standard rates. All other out-of-pocket expenses will be billed at cost +10%.



**WINDWARD AT  
LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

**8B**

# Change Order

No. 4

Date of Issuance: June 1, 2022

Effective Date: June 1, 2022

Project: <b>Windward Neighborhood 1, Ph 2 and Neighborhood 2, Ph 1</b>	Owner: <b>Windward at Lakewood Ranch Community Development District</b>	Owner's Contract No.:
Contract: <b>\$8,743,709.35</b>		Date of Contract: <b>December 22, 2020</b>
Contractor: <b>Jon M. Hall Company, LLC</b>		Engineer's Project No.: <b>215616044</b>

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

Description:

Direct Purchase Changes and Construction Adjustments.

Attachments: (List documents supporting change):

Jon M. Hall Company CO Summary Spreadsheet.

**CHANGE IN CONTRACT PRICE:**

**CHANGE IN CONTRACT TIMES:**

Original Contract Price:

\$ 8,743,709.35

Original Contract Times:  Working days  Calendar days

Substantial completion (days or date): N1Ph2 7/2/21-N2Ph1 10/29/21

Ready for final payment (days or date): N1Ph2 8/13/21-N2Ph1 12/24/21

[Increase] [Decrease] from previously approved Change Orders No. 0 to No. 3 :

\$ 1,767,565.41

[Increase] [Decrease] from previously approved Change Orders

No. 0 to No. 3 :

Substantial completion (days): N1Ph2 7/21/21-N2Ph1 11/17/21

Ready for final payment (days): N1Ph2 9/1/21-N2Ph1 1/10/22

Contract Price prior to this Change Order:

\$ 6,976,143.94

Contract Times prior to this Change Order:

Substantial completion (days or date): N1Ph2 7/21/21-N2Ph1 11/17/21

Ready for final payment (days or date): N1Ph2 9/1/21-N2Ph1 1/10/22

[Increase] [Decrease] of this Change Order:

\$ 49,689.62

[Increase] [Decrease] of this Change Order:

Substantial completion (days or date): N1Ph2 9/15/21-N2Ph1 1/7/22

Ready for final payment (days or date): N1Ph2 11/1/21-N2Ph1 3/4/22

Contract Price incorporating this Change Order:

\$ 7,025,833.56

Contract Times with all approved Change Orders:

Substantial completion (days or date): N1Ph2 9/15/21-N2Ph1 1/7/22

Ready for final payment (days or date): N1Ph2 11/1/21-N2Ph1 3/4/22

RECOMMENDED:

By:

[Signature]  
Engineer (Authorized Signature)

Date:

6/1/22

ACCEPTED:

By:

[Signature]  
Owner (Authorized Signature)

Date:

N/A

ACCEPTED:

By:

[Signature]  
Contractor (Authorized Signature)

Date:

Approved by Funding Agency (if applicable):

Date:

**Windward Change Order No 4 Summary**

<b>Item</b>	<b>Amount</b>
ODP Trueup	-\$18,937.17
Pond 15 Retaining Wall	\$34,700.00
New top slab on LS	\$3,410.09
Utility testing	\$13,660.00
Walking trails reconciliation	\$16,856.70
<b>Total</b>	<b>\$49,689.62</b>



**JON M HALL**  
**COMPANY**  
*Florida's Premier Site Developer*

1400 Martin Luther King Jr. Blvd.  
 Sanford, FL 32771  
 P: 407-215-0410 F: 407--813-2280  
 www.jonmhallcompany.com

<b>To:</b>	Windward At Lakewood Ranch CDD	<b>Contact:</b>	
<b>Address:</b>	5800 Lakewood Ranch Blvd Sarasota, FL 34240	<b>Phone:</b>	941-328-1078
<b>Project Name:</b>	Windward N1 P2 & N2 P2 CO #09 - Final ODP True Up	<b>Bid Number:</b>	20-832
<b>Project Location:</b>	Lorraine Rd (Dog Kennel Rd), Sarasota, FL	<b>Bid Date:</b>	5/13/2022

Line #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
	Final ODP True Up	1.00	LS	(\$18,937.17)	(\$18,937.17)
<b>Total Price for above Items:</b>					<b>(\$18,937.17)</b>

**Total Bid Price: (\$18,937.17)**

**Payment Terms:**

Payment terms are net 30 days. Overdue amounts will collect interest at 18% APR. Customer agrees to pay any attorney fees associated with collecting unpaid amounts.

<p><b>ACCEPTED:</b>          The above prices, specifications and conditions are satisfactory and are hereby accepted.</p> <p><b>Buyer:</b> _____</p> <p><b>Signature:</b> _____</p> <p><b>Date of Acceptance:</b> _____</p>	<p><b>CONFIRMED:</b>  <b>Jon M. Hall Company</b></p> <p><b>Authorized Signature:</b> _____</p> <p><b>Estimator:</b> James Justice          407-215-0410 jjustice@jonmhallcompany.com</p>
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Vendor	DOP PO#	PO Amount	Tax Savings	Deductive CO Value	Billed Amount From Vendor	Total Deduction Including Taxes	True Up CO Due	Billed to Date Completed to Date	Original CO Amount	CO Delta
Rinker	1	-\$578,644.88	-\$34,718.69	-\$613,363.57	\$582,053.37	\$34,923.20	-\$616,976.57	-\$613,363.57	-\$613,363.57	-\$3,613.00
Rinker	2	-\$41,054.36	-\$2,463.26	-\$43,517.62	\$40,550.80	\$2,433.05	-\$42,983.85	-\$43,517.62	-\$43,517.62	\$533.77
Fortiline	3	-\$161,468.50	-\$9,738.11	-\$171,206.61	\$128,036.92	\$7,732.22	-\$135,769.14	-\$142,057.94	-\$171,206.61	\$35,437.47
Fortiline	4	-\$393,300.38	-\$23,648.02	-\$416,948.40	\$394,726.28	\$23,733.58	-\$418,459.86	-\$401,905.86	-\$416,948.40	-\$1,511.46
Atlantic TNG	5	-\$85,010.00	-\$5,150.60	-\$90,160.60	\$102,634.00	\$6,208.04	-\$108,842.04	-\$90,160.60	-\$90,160.60	-\$18,681.44
Atlantic TNG	6	-\$230,814.00	-\$13,898.84	-\$244,712.84	\$260,156.00	\$15,659.36	-\$275,815.36	-\$244,712.84	-\$244,712.84	-\$31,102.52
<b>Total</b>		<b>-\$1,490,292.12</b>	<b>-\$89,617.53</b>	<b>-\$1,579,909.65</b>	<b>\$1,508,157.37</b>	<b>\$90,689.44</b>	<b>-\$1,598,846.81</b>	<b>-\$1,535,718.43</b>	<b>-\$1,579,909.64</b>	<b>-\$18,937.17</b>

Material Direct Purchase Summary for Change Order Purposes

Purchase Order No	Company	Material \$\$	Sales Tax \$\$	Total \$\$ Deduct
1	Rinker	\$578,644.88	\$34,718.69	\$613,363.57
2	Rinker	\$41,054.36	\$2,463.26	\$43,517.62
3	Fortiline	\$161,468.50	\$9,738.11	\$171,206.61
4	Fortiline	\$393,300.38	\$23,648.02	\$416,948.40
5	Atlantic	\$85,010.00	\$5,150.60	\$90,160.60
6	Atlantic	\$230,814.00	\$13,898.84	\$244,712.84
	Totals	\$1,490,292.12	\$89,617.52	\$1,579,909.64



**JON M HALL**  
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 www.jonmhallcompany.com

<b>To:</b>	Windward At Lakewood Ranch CDD	<b>Contact:</b>	
<b>Address:</b>	5800 Lakewood Ranch Blvd Sarasota, FL 34240	<b>Phone:</b>	941-328-1078
<b>Project Name:</b>	Windward N1 P2 & N2 P2 CO #11 - Retaining Wall Pond 15	<b>Bid Number:</b>	20-832
<b>Project Location:</b>	Lorraine Rd (Dog Kennel Rd), Sarasota, FL	<b>Bid Date:</b>	5/13/2022

Line #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
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<b>01   MOBILIZATION &amp; GENERAL CONDITIONS</b>					
	Additional Surveying And Design Coordination	1.00	LS	\$7,250.00	\$7,250.00
<b>Total Price for above 01   MOBILIZATION &amp; GENERAL CONDITIONS Items:</b>					<b>\$7,250.00</b>
<b>Total Price for above Items:</b>					<b>\$7,250.00</b>

<b>Neighborhood I - Phase 2</b>					
<b>03 EARTHWORK</b>					
20160	Remove Segmental Block Retaining Walls Along Pond 15 And Raise S/W 1'.	600.00	LF	\$45.75	\$27,450.00
<b>Total Price for above 03 EARTHWORK Items:</b>					<b>\$27,450.00</b>
<b>Total Price for above Neighborhood I - Phase 2 Items:</b>					<b>\$27,450.00</b>

**Total Bid Price: \$34,700.00**

**Payment Terms:**

Payment terms are net 30 days. Overdue amounts will collect interest at 18% APR. Customer agrees to pay any attorney fees associated with collecting unpaid amounts.

<p><b>ACCEPTED:</b>          The above prices, specifications and conditions are satisfactory and are hereby accepted.</p> <p><b>Buyer:</b> _____</p> <p><b>Signature:</b> _____</p> <p><b>Date of Acceptance:</b> _____</p>	<p><b>CONFIRMED:</b>  <b>Jon M. Hall Company</b></p> <p><b>Authorized Signature:</b> _____</p> <p><b>Estimator:</b> James Justice          407-215-0410 jjustice@jonmhallcompany.com</p>
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# JON M HALL COMPANY

Florida's Premier Site Developer

1400 Martin Luther King Jr. Blvd.  
Sanford, FL 32771  
P: 407-215-0410 F: 407-813-2280  
www.jonmhallcompany.com

<b>To:</b>	Windward At Lakewood Ranch CDD	<b>Contact:</b>	
<b>Address:</b>	5800 Lakewood Ranch Blvd Sarasota, FL 34240	<b>Phone:</b>	941-328-1078
<b>Project Name:</b>	Windward N1 P2 & N2 P2 CO #12 - New Top Slab & Hatch For LS	<b>Bid Number:</b>	20-832
<b>Project Location:</b>	Lorraine Rd (Dog Kennel Rd), Sarasota, FL	<b>Bid Date:</b>	5/13/2022

Line #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
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**01 | MOBILIZATION & GENERAL CONDITIONS**

New Top Slab & Hatch	1.00	LS	\$3,410.09	\$3,410.09
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**Total Price for above 01 | MOBILIZATION & GENERAL CONDITIONS Items: \$3,410.09**

**Total Price for above Items: \$3,410.09**

**Total Bid Price: \$3,410.09**

**Payment Terms:**

Payment terms are net 30 days. Overdue amounts will collect interest at 18% APR. Customer agrees to pay any attorney fees associated with collecting unpaid amounts.

<p><b>ACCEPTED:</b> The above prices, specifications and conditions are satisfactory and are hereby accepted.</p> <p><b>Buyer:</b> _____</p> <p><b>Signature:</b> _____</p> <p><b>Date of Acceptance:</b> _____</p>	<p><b>CONFIRMED:</b> <b>Jon M. Hall Company</b></p> <p><b>Authorized Signature:</b> _____</p> <p><b>Estimator:</b> James Justice 407-215-0410 jjjustice@jonmhallcompany.com</p>
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<b>To:</b>	Windward At Lakewood Ranch CDD	<b>Contact:</b>	
<b>Address:</b>	5800 Lakewood Ranch Blvd Sarasota, FL 34240	<b>Phone:</b>	941-328-1078
<b>Project Name:</b>	Windward N1 P2 & N2 P2 CO #13 - Utility Testing Delay	<b>Bid Number:</b>	20-832
<b>Project Location:</b>	Lorraine Rd (Dog Kennel Rd), Sarasota, FL	<b>Bid Date:</b>	5/13/2022

Line #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
	45 Additional Contract Days	1.00	LS	\$0.00	\$0.00
<b>Total Price for above Items:</b>					<b>\$0.00</b>

**09 | WATER SYSTEM**

Chlorination	3.00	EACH	\$2,000.00	\$6,000.00
County Testing	1.00	LS	\$2,665.00	\$2,665.00
Crew Time To Flush Waterlines	3.00	DY	\$1,665.00	\$4,995.00

**Total Price for above 09 | WATER SYSTEM Items: \$13,660.00**

**Total Price for above Items: \$13,660.00**

**Total Bid Price: \$13,660.00**

**Payment Terms:**

Payment terms are net 30 days. Overdue amounts will collect interest at 18% APR. Customer agrees to pay any attorney fees associated with collecting unpaid amounts.

<p><b>ACCEPTED:</b>          The above prices, specifications and conditions are satisfactory and are hereby accepted.</p> <p><b>Buyer:</b> _____</p> <p><b>Signature:</b> _____</p> <p><b>Date of Acceptance:</b> _____</p>	<p><b>CONFIRMED:</b>  <b>Jon M. Hall Company</b></p> <p><b>Authorized Signature:</b> _____</p> <p><b>Estimator:</b> James Justice          407-215-0410 jjustice@jonmhallcompany.com</p>
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**JON M HALL**  
**COMPANY**  
*Florida's Premier Site Developer*

1400 Martin Luther King Jr. Blvd.  
 Sanford, FL 32771  
 P: 407-215-0410 F: 407--813-2280  
 www.jonmhallcompany.com

<b>To:</b>	Windward At Lakewood Ranch CDD	<b>Contact:</b>	
<b>Address:</b>	5800 Lakewood Ranch Blvd Sarasota, FL 34240	<b>Phone:</b>	
<b>Project Name:</b>	Windward N1 Ph 2 & N2 Ph 1 RCO #015 Trail Quantity Overruns	<b>Bid Number:</b>	20-832
<b>Project Location:</b>	Lorraine Rd (Dog Kennel Rd), Sarasota, FL	<b>Bid Date:</b>	5/31/2022

Item Description	Estimated Quantity	Unit	Unit Price	Total Price
<b>Asphalt Trail</b>				
12" Stabilized Subgrade (LBR 60)	-39.00	SY	\$9.50	(\$370.50)
1.5" SP-12.5 Asphalt (1 Lift)	-39.00	SY	\$10.70	(\$417.30)
<b>Total Price for above Asphalt Trail Items:</b>				<b>(\$787.80)</b>
<b>Concrete Trail</b>				
8" Stabilized Subgrade (LBR 60)	365.00	SY	\$8.55	\$3,120.75
6' Concrete Trail, 4" Thickness	365.00	SY	\$34.00	\$12,410.00
<b>Total Price for above Concrete Trail Items:</b>				<b>\$15,530.75</b>
<b>Shell Trail</b>				
6" Stabilized Subgrade (LBR 40)	89.00	SY	\$4.75	\$422.75
6" Shell Trail	89.00	SY	\$19.00	\$1,691.00
<b>Total Price for above Shell Trail Items:</b>				<b>\$2,113.75</b>
<b>Total Bid Price:</b>				<b>\$16,856.70</b>

**Payment Terms:**

Payment terms are net 30 days. Overdue amounts will collect interest at 18% APR. Customer agrees to pay any attorney fees associated with collecting unpaid amounts.

<p><b>ACCEPTED:</b>          The above prices, specifications and conditions are satisfactory and are hereby accepted.</p> <p><b>Buyer:</b> _____</p> <p><b>Signature:</b> _____</p> <p><b>Date of Acceptance:</b> _____</p>	<p><b>CONFIRMED:</b>  <b>Jon M. Hall Company</b></p> <p><b>Authorized Signature:</b> _____</p> <p><b>Estimator:</b> Tristan Hine</p>
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**WINDWARD AT  
LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

**9**

1 **MINUTES OF MEETING**

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3 **WINDWARD AT LAKEWOOD RANCH**  
4 **COMMUNITY DEVELOPMENT DISTRICT**  
5 **BOARD OF SUPERVISORS MEETING MINUTES**  
6 **Wednesday, May 11, 2022, at 12:15 p.m.**  
7 **5800 Lakewood Ranch Blvd,**  
8 **Sarasota, FL 34240**

9  
10 Board Members in attendance:

11  
12 Pete Williams Chairperson  
13 John Leinaweaver Vice Chairperson  
14 Sandy Foster Assistant Secretary  
15 John Blakley Assistant Secretary  
16 Dale Weidemiller Assistant Secretary  
17

18  
19 Also present or via speakerphone were:

20  
21 Vivian Carvalho District Manager-PFM Group Consulting LLC  
22 Venessa Ripoll District Manager-PFM Group Consulting LLC  
23 Rick Montejano District Accountant-PFM Group Consulting LLC  
24 Ed Vogler District Counsel- Vogler Ashton (via phone)  
25 Mike Kennedy District Engineer- Stantec (via phone)  
26 Pam Curran Neal Communities  
27 John McKay J.H. McKay, LLC  
28 Amanda Lane PFM Group Consulting LLC (via phone)  
29 Jim Schier Neal Communities  
30 John Noakes Resident (via phone)  
31 Chuck Adams Wrathell, Hunt and Associates, LLC  
32  
33 Chris Burns Solitude Lake Management  
34

35  
36 **FIRST ORDER OF BUSINESS**

**Administrative Matters**

37  
38 **Call to Order and Roll Call**

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41 The Board of Supervisors' Meeting for Windward at Lakewood Ranch CDD was called to  
42 order at 12:33 p.m. Ms. Carvalho proceeded with roll call and confirmed quorum to  
43 proceed with the meeting. Those in attendance are outlined above either in person or via  
44 speakerphone.

45  
46 **Public Comment Period**

47  
48 Mr. Noakes had questions regarding the difference between the HOA and CDD and their  
49 responsibilities. Ms. Carvalho stated she would work with staff to post the responsibilities  
50 of each of the community website. Mr. Noakes also had questions regarding the debt  
51 service budget and the excess amount of the FY 2022 as well as the operations and

52 maintenance budget. Mr. Noakes last question was regarding Neal Communities and if  
53 they are open to having a resident becoming one of their supervisors. Ms. Carvalho  
54 explained the election process.

55

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57 **SECOND ORDER OF BUSINESS**

**Business Matters**

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

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The Board reviewed the Minutes of the Continued April 13, 2022, Board of Supervisors’  
64 Meeting.

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68 ON MOTION by Mr. Williams, seconded by Ms. Foster, with all in favor, the Board  
69 approved the Minutes of the Continued April 13, 2022, Board of Supervisors’  
70 Meeting.

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**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]**

81

Ms. Carvalho confirmed that the meeting would take place at 12:00 p.m. on the date listed  
82 above. It was stated that the Martinique section of the budget be double checked for  
83 inclusion and accuracy.

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87 ON MOTION by Mr. Williams, seconded by Mr. Leinaweaver, with all in favor, the  
88 Board approved a Preliminary Budget for Fiscal Year 2023 and Set a Public  
89 Hearing Date.

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

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Ms. Carvalho stated that this meeting should be held on November 8<sup>th</sup>, 2022, at 12:00  
97 p.m. which is election day.

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ON MOTION by Mr. Williams, seconded by Mr. Leinaweaver, with all in favor, the Board approved Designating Date, Time, and Location for Landowners Meeting to November 8, 2022, at 12:00PM at this location.

Mr. Burns gave a review of the data collected concerning the lake in the community. It was recommended that a pond aeration system be installed to improve the quality of the lake. The proposed estimate from Mr. Burns was \$8,234.00 for the installation of the aeration system. Mr. Williams recommended putting a hold on the review until there was an estimate from an electrician for the work to be done. It was recommended that a line item for pond fountain aeration for \$12,000.000 and the electric utility for \$3,000 be added. A motion to amend Resolution 2022-09 to include the new line item to the Proposed Budget FY 2023.

ON MOTION by Mr. Williams, seconded by Mr. Weidemiller, with all in favor, the Board approved to table the discussion of Solitude Lake Management Assessment of installing aerators in the ponds.

**Review and Consideration of the Cornerstone Making Land Beautiful Proposal**

Ms. Carvalho reviewed the proposal received from Ms. Hecht for the Board's consideration.

ON MOTION by Mr. Williams, seconded by Mr. Leinaweaver, with all in favor, the Board approved the Cornerstone Making Land Beautiful Proposal.

**Letter from Supervisor of Elections, Sarasota County**

Ms. Carvalho suggested a motion to accept the letter.

ON MOTION by Mr. Weidemiller, seconded by Mr. Williams, with all in favor, the Board approved the Letter from Supervisor of Elections, Sarasota County.

**Review and Consideration of the Stormwater Needs Analysis Proposal**

153 Ms. Carvalho explained that the engineer will complete the report and file with the State  
154 prior to June 30, 2022.

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158 ON MOTION by Mr. Williams, seconded by Mr. Leinaweaver, with all in favor, the  
159 Board approved the Stormwater Needs Analysis Proposal.  
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**Ratification of Funding Request  
No. 106**

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167 The Board reviewed the Funding Request No. 106.

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170 ON MOTION by Mr. Weidemiller, seconded by Mr. Williams, with all in favor, the  
171 Board Ratified Funding Request No. 106.  
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**Ratification of Payment  
Authorizations No. 024- No. 025**

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179 The Board reviewed Payment Authorizations No. 024- 025.

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182 ON MOTION by Mr. Williams, seconded by Ms. Foster, with all in favor, the Board  
183 Ratified Payment Authorizations No. 024 - No. 025.  
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**Review of the District Financial  
Statements**

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191 The Board reviewed the Financial Statements through March 31, 2022.

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194 ON MOTION by Mr. Williams, seconded by Mr. Blakley, with all in favor, the Board  
195 accepted the District Financial Statements.  
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**THIRD ORDER OF BUSINESS**

**Other Business**

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**Staff Reports**

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**District Counsel** – Mr. Vogler wanted to remind the Board that Martinique property was now a part of the District boundary.

**District Engineer** – No Report

**District Manager** – Ms. Carvalho noted that the next meeting is scheduled for June 8, 2022, at this location at 12:00 p.m. The Sarasota Tax Collector Agreement was not completed in time for the Board’s packet but is still in place to be on the roll this year’s assessments and requires the Board’s approval. This is a standard agreement provided by the taxing authority to utilize the uniform method of collection of the District assessments.

ON MOTION by Mr. Leinaweaver, seconded by Mr. Blakley, with all in favor, the Board approved the Sarasota Tax Collector Agreement.

**FOURTH ORDER OF BUSINESS**

**Supervisor Requests and Audience Comments**

A Board member wanted clarification that more research was to be done for the Lake Management Restoration.

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 May 24, 2022, at 12:00 p.m. at this location.

ON MOTION by Mr. Williams, seconded by Ms. Foster, with all in favor, the May 11, 2022, Windward at Lakewood Ranch Community Development District was continued at 1:07 p.m. to May 24, 2022, at 12:00 a.m. at this location.

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairperson/Vice Chairperson

**WINDWARD AT  
LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

**10C**



**WINWARD AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT****BOARD OF SUPERVISORS FISCAL YEAR 2021/2022 MEETING SCHEDULE****LOCATION***5800 Lakewood Ranch Boulevard, Sarasota, Florida 34240*

<b>DATE</b>	<b>POTENTIAL DISCUSSION/FOCUS</b>	<b>TIME</b>
<b>October 13, 2021</b>	<b>Regular Meeting</b>	<b>12:15 PM</b>
<b>November 10, 2021</b>	<b>Regular Meeting</b>	<b>12:15 PM</b>
<b>December 8, 2021</b>	<b>Regular Meeting</b>	<b>12:15 PM</b>
<b>January 4, 2022</b>	<b>Special Meeting</b>	<b>1:00 PM</b>
<b>January 12, 2022</b>	<b>Regular Meeting</b>	<b>12:15 PM</b>
<b>February 9, 2022</b>	<b>Regular Meeting</b>	<b>12:15 PM</b>
<b>February 24, 2022</b>	<b>Continued Meeting</b>	<b>11:00 AM</b>
<b>March 9, 2022</b>	<b>Regular Meeting</b>	<b>12:15 PM</b>
<b>April 13, 2022</b>	<b>Regular Meeting</b>	<b>12:15 PM</b>
<b>May 11, 2022</b>	<b>Regular Meeting</b>	<b>12:15 PM</b>
<b>May 24, 2022 CANCELED</b>	<b>Continued Meeting</b>	<b>12:00 PM</b>
<b>June 8, 2022</b>	<b>Regular Meeting</b>	<b>12:00 PM</b>
<b>July 13, 2022</b>	<b>Regular Meeting</b>	<b>12:00 PM</b>
<b>August 10, 2022</b>	<b>Regular Meeting</b>	<b>12:00 PM</b>
<b>September 14, 2022</b>	<b>Regular Meeting</b>	<b>12:00 PM</b>