

**WINDWARD AT  
LAKEWOOD  
RANCH**

**COMMUNITY DEVELOPMENT  
DISTRICT**

**February 8, 2023**

**REGULAR MEETING  
AGENDA**

**WINDWARD AT  
LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

**AGENDA  
LETTER**

# Windward at Lakewood Ranch Community Development District

## OFFICE OF THE DISTRICT MANAGER

2300 Glades Road, Suite 410W • Boca Raton, Florida 33431

Phone: (561) 571-0010 • Toll-free: (877) 276-0889 • Fax: (561) 571-0013

February 1, 2023

**ATTENDEES:**

Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Board of Supervisors

Windward at Lakewood Ranch Community Development District

Dear Board Members:

The Board of Supervisors of the Windward at Lakewood Ranch Community Development District will hold a Regular Meeting on February 8, 2023 at 11:30 a.m., at 5800 Lakewood Ranch Blvd, Sarasota, Florida 34240. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments: Agenda Items (*limited to 3 minutes per individual*)
3. Acceptance of Unaudited Financial Statements as of December 31, 2022
4. Approval of January 11, 2023 Regular Meeting Minutes
5. Staff Reports
  - A. District Counsel: *Vogler Ashton, PLLC*
  - B. District Engineer: *Stantec*
  - C. District Manager: *Wrathell, Hunt and Associates, LLC*
    - NEXT MEETING DATE: March 8, 2023 at 11:30 AM

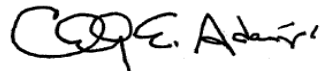
○ QUORUM CHECK

SEAT 1	JOHN LEINAWEAVER	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 2	SANDY FOSTER	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 3	DALE WEIDEMILLER	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 4	PETE WILLIAMS	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 5	JOHN BLAKELY	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

6. Board Members' Comments/Requests
7. Public Comments: Non-Agenda Items (*limited to 3 minutes per individual*)
8. Adjournment

If you should have any questions or concerns, please do not hesitate to contact me directly at (239) 464-7114.

Sincerely,



Chesley (Chuck) E. Adams, Jr.  
District Manager

**FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE**

**CALL-IN NUMBER: 1-888-354-0094**

**PARTICIPANT PASSCODE: 229 774 8903**

**WINDWARD AT  
LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

**UNAUDITED  
FINANCIAL  
STATEMENTS**

**WINDWARD AT LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT  
FINANCIAL STATEMENTS  
UNAUDITED  
DECEMBER 31, 2022**

**WINDWARD AT LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
DECEMBER 31, 2022**

	General Fund	Debt Service Fund Series 2020	Debt Service Fund Series 2022	Capital Projects Fund Series 2020	Capital Projects Fund Series 2022	Total Governmental Funds
<b>ASSETS</b>						
Cash	\$ 392,351	\$ -	\$ -	\$ -	\$ -	\$ 392,351
Investments						
Reserve	-	88,879	418,294	-	-	507,173
Prepayment	-	484,980	-	-	-	484,980
Revenue	-	137,463	427,919	-	-	565,382
Construction	-	-	-	3,317,239	3,441,907	6,759,146
Due from general fund	-	39,959	51,218	-	-	91,177
Deposits	25	-	-	-	-	25
Undeposited funds	-	270	-	-	-	270
Total assets	<u>\$ 392,376</u>	<u>\$ 751,551</u>	<u>\$ 897,431</u>	<u>\$ 3,317,239</u>	<u>\$ 3,441,907</u>	<u>\$ 8,800,504</u>
<b>LIABILITIES</b>						
Liabilities:						
Accounts payable	\$ 4,302	\$ -	\$ -	\$ -	\$ -	\$ 4,302
Contracts payable	-	-	-	-	15,941	15,941
Retainage payable	-	-	-	625,762	65,195	690,957
Due to debt service fund 2020	39,959	-	-	-	-	39,959
Due to debt service fund 2022	51,218	-	-	-	-	51,218
Developer advance	6,000	-	-	-	-	6,000
Total liabilities	<u>101,479</u>	<u>-</u>	<u>-</u>	<u>625,762</u>	<u>81,136</u>	<u>808,377</u>
<b>FUND BALANCES</b>						
Restricted for:						
Debt service	-	751,551	897,431	-	-	1,648,982
Capital projects	-	-	-	2,691,477	3,360,771	6,052,248
Unassigned	290,897	-	-	-	-	290,897
Total fund balances	<u>290,897</u>	<u>751,551</u>	<u>897,431</u>	<u>2,691,477</u>	<u>3,360,771</u>	<u>7,992,127</u>
Total liabilities and fund balances	<u>\$ 392,376</u>	<u>\$ 751,551</u>	<u>\$ 897,431</u>	<u>\$ 3,317,239</u>	<u>\$ 3,441,907</u>	<u>\$ 8,800,504</u>

**WINDWARD AT LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
FOR THE PERIOD ENDED DECEMBER 31, 2022**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Assessment levy	\$ 59,104	\$ 85,590	\$ 614,988	14%
Assessment levy: off-roll	-	322,872	140,412	230%
Interest and miscellaneous	-	-	500	0%
Total revenues	<u>59,104</u>	<u>408,462</u>	<u>755,900</u>	54%
<b>EXPENDITURES</b>				
<b>Professional &amp; administrative</b>				
Supervisors	-	2,000	12,800	16%
Management/accounting/recording	4,000	12,000	48,000	25%
Field management	-	-	10,000	0%
Debt service fund accounting	-	-	5,500	0%
Legal	1,176	3,163	20,000	16%
Engineering	1,325	2,775	20,000	14%
Audit	-	-	5,000	0%
Arbitrage rebate calculation	-	-	750	0%
Dissemination agent	167	500	2,000	25%
Trustee	-	4,031	6,000	67%
Telephone	16	50	200	25%
Postage	-	-	500	0%
Legal advertising	523	729	2,000	36%
Annual special district fee	-	175	175	100%
Insurance	-	5,375	5,500	98%
Contingencies/bank charges	-	-	750	0%
Miscellaneous	-	-	500	0%
Website	-	-	705	0%
ADA website compliance	-	-	210	0%
Property appraiser & tax collector	886	1,285	12,812	10%
Total professional & administrative	<u>8,093</u>	<u>32,083</u>	<u>153,402</u>	21%
<b>Field Operations</b>				
Well pump maintenance	-	-	5,000	0%
Wetland monitoring contract	-	19,375	110,000	18%
Pond maintenance contract	3,308	5,069	40,000	13%
Pond maintenance	-	-	5,000	0%
Irrigation system maintenance	18,294	32,760	210,000	16%
Irrigation PS maintenance	-	-	5,000	0%
Irrigation pump maintenance	-	-	10,000	0%
Streetlights	1,446	4,338	18,000	24%
Curb replacement	-	-	5,000	0%
Effluent water supply	1,260	1,276	20,000	6%
Fruitville road cleanup	-	-	2,500	0%
Waterline flushing	1,858	7,309	-	N/A
Hurricane/storm cleanup	-	12,100	-	N/A
Total field operations	<u>26,166</u>	<u>82,227</u>	<u>430,500</u>	19%
Total expenditures	<u>34,259</u>	<u>114,310</u>	<u>583,902</u>	20%
Excess/(deficiency) of revenues over/(under) expenditures	24,845	294,152	171,998	
Fund balances - beginning	266,052	(3,255)	3,633	
Unassigned	290,897	290,897	175,631	
Fund balances - ending	<u>\$ 290,897</u>	<u>\$ 290,897</u>	<u>\$ 175,631</u>	



**WINDWARD AT LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND SERIES 2020  
FOR THE PERIOD ENDED DECEMBER 31, 2022**

	Current Month	Year To Date	Budget	% of Budget
<b>REVENUES</b>				
Assessment levy	\$ 35,275	\$ 51,083	\$ 366,984	14%
Assessment levy: off-roll	-	120,040	421,995	28%
Assessment prepayments	146,044	481,245	-	N/A
Interest	1	6	-	N/A
Lot closing	1,876	5,853	-	N/A
Total revenues	<u>183,196</u>	<u>658,227</u>	<u>788,979</u>	83%
<b>EXPENDITURES</b>				
<b>Debt service</b>				
Principal - S2020A1	-	-	115,000	0%
Principal prepayment - S2020A-2	-	260,000	-	N/A
Interest - S2020A-1	-	120,383	240,765	50%
Interest - S2020A-2	-	127,820	255,640	50%
Interest - S2020A-3	-	83,177	166,355	50%
Total debt service	<u>-</u>	<u>591,380</u>	<u>777,760</u>	76%
Other fees & charges				
Tax collector	530	766	7,646	10%
Total other fees & charges	<u>530</u>	<u>766</u>	<u>7,646</u>	10%
Total expenditures	<u>530</u>	<u>592,146</u>	<u>785,406</u>	75%
Excess/(deficiency) of revenues over/(under) expenditures	182,666	66,081	3,573	
Fund balances - beginning	568,885	685,470	415,808	
Fund balances - ending	<u>\$ 751,551</u>	<u>\$ 751,551</u>	<u>\$ 419,381</u>	

**WINDWARD AT LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND SERIES 2022  
FOR THE PERIOD ENDED DECEMBER 31, 2022**

	Current Month	Year To Date	Budget	% of Budget
<b>REVENUES</b>				
Assessment levy	\$ 45,214	\$ 65,476	\$ 470,510	14%
Assessment levy: off-roll	-	414,618	373,429	111%
Interest / misc. income	2	8	-	N/A
Total revenues	<u>45,216</u>	<u>480,102</u>	<u>843,939</u>	57%
<b>EXPENDITURES</b>				
<b>Debt service</b>				
Principal	-	-	265,000	0%
Interest	-	287,594	575,188	50%
Total debt service	<u>-</u>	<u>287,594</u>	<u>840,188</u>	34%
<b>Other fees &amp; charges</b>				
Tax collector	678	981	9,802	10%
Total other fees & charges	<u>678</u>	<u>981</u>	<u>9,802</u>	10%
Total expenditures	<u>678</u>	<u>288,575</u>	<u>849,990</u>	34%
Excess/(deficiency) of revenues over/(under) expenditures	44,538	191,527	(6,051)	
Fund balances - beginning	852,893	705,904	757,367	
Fund balances - ending	<u>\$ 897,431</u>	<u>\$ 897,431</u>	<u>\$ 751,316</u>	

**WINDWARD AT LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
CAPITAL PROJECTS FUND SERIES 2020  
FOR THE PERIOD ENDED DECEMBER 31, 2022**

	Current Month	Year To Date
<b>REVENUES</b>		
Interest	\$ 13	\$ 41
Total revenues	13	41
<b>EXPENDITURES</b>		
Total expenditures	-	-
Excess/(deficiency) of revenues over/(under) expenditures	13	41
Fund balances - beginning	2,691,464	2,691,436
Fund balances - ending	\$ 2,691,477	\$ 2,691,477

**WINDWARD AT LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
CAPITAL PROJECTS FUND SERIES 2022  
FOR THE PERIOD ENDED DECEMBER 31, 2022**

	Current Month	Year To Date
<b>REVENUES</b>		
Interest	\$ 14	\$ 43
Total revenues	14	43
<b>EXPENDITURES</b>		
Capital outlay	46,385	58,607
Total expenditures	46,385	58,607
Excess/(deficiency) of revenues over/(under) expenditures	(46,371)	(58,564)
Fund balances - beginning	3,407,142	3,419,335
Fund balances - ending	\$ 3,360,771	\$ 3,360,771

**WINDWARD AT  
LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

**MINUTES**

**DRAFT**

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

The Board of Supervisors of the Windward at Lakewood Ranch Community Development District held a Regular Meeting on January 11, 2023, at 11:30 a.m., at 5800 Lakewood Ranch Blvd, Sarasota, FL 34240.

**Present were:**

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

**Also present, were:**

Chuck Adams	District Manager
Ed Vogler	District Counsel
Mike Kennedy	District Engineer
Barry Mazzoni	Field Operations Manager

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 11:47 a.m. All Supervisors were present.

**SECOND ORDER OF BUSINESS**

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

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Acceptance of the Unaudited Financial Statements as of November 30, 2022**

Mr. Adams presented the Unaudited Financial Statements as of November 30, 2022.

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**On MOTION by Mr. Weidemiller and seconded by Mr. Williams, with all in favor, the Unaudited Financial Statements as of November 30, 2022, were accepted.**

**FOURTH ORDER OF BUSINESS**

**Approval of December 14, 2022 Regular Meeting Minutes**

Mr. Adams presented the following the December 14, 2022 Regular Meeting Minutes.

**On MOTION by Ms. Foster and seconded by Mr. Leinaweaver, with all in favor, the December 14, 2022 Regular Meeting Minutes, as presented, were approved.**

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: *Vogler Ashton, PLLC***

There was no report.

**B. District Engineer: *Stantec***

Mr. Kennedy reported the following:

- The effluent water is going into the irrigation pond and the pond is elevated.
- Staff continues to work to get Jon Hall’s work completed and is making progress.
- Staff is going through a punchlist with the County, which is moving along well.

In response to a question regarding the irrigation system, Mr. Kennedy stated the treated effluent water goes into the lake and out the pump stations on opposite ends of the lake.

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

- **NEXT MEETING DATE: February 8, 2023 at 11:30 AM**

○ **QUORUM CHECK**

The next meeting will be held on February 8, 2023.

**SIXTH ORDER OF BUSINESS**

**Board Members’ Comments/Requests**

There were no Board Members’ comments or requests.

74 SEVENTH ORDER OF BUSINESS

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

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No members of the public spoke.

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79 EIGHTH ORDER OF BUSINESS

Adjournment

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On MOTION by Ms. Foster and seconded by Mr. Leinaweaver, with all in favor,  
the meeting adjourned at 11:50 a.m.

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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



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

\_\_\_\_\_  
Chair/Vice Chair

**WINDWARD AT  
LAKEWOOD RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF  
REPORTS**

**WINWARD AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT****BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 MEETING SCHEDULE****LOCATION***5800 Lakewood Ranch Boulevard, Sarasota, Florida 34240*

<b>DATE</b>	<b>POTENTIAL DISCUSSION/FOCUS</b>	<b>TIME</b>
<b>October 12, 2022</b>	<b>Regular Meeting</b>	<b>12:00 PM</b>
<b>November 8, 2022</b>	<b>Landowners' Meeting</b>	<b>12:00 PM</b>
<b>November 9, 2022</b>	<b>Regular Meeting</b>	<b>12:30 PM</b>
<b>December 14, 2022</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>January 11, 2023</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>February 8, 2023</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>March 8, 2023</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>April 12, 2023</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>May 10, 2023</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>June 14, 2023</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>July 12, 2023</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>August 9, 2023</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>
<b>September 13, 2023</b>	<b>Regular Meeting</b>	<b>11:30 AM</b>