COMMUNITY DEVELOPMENT
DISTRICT

February 14, 2024
REGULAR MEETING
AGENDA

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 7, 2024

ATTENDEES:

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

Board of Supervisors

Windward at Lakewood Ranch Community Development District

Dear Board Members:

The Board of Supervisors of the Windward at Lakewood Ranch Community Development District will hold a Regular Meeting on February 14, 2024 at 11:00 a.m., at 5800 Lakewood Ranch Blvd., Sarasota, Florida 34240. The agenda is as follows:

- 1. Call to Order/Roll Call
- 2. Public Comments: Agenda Items (limited to 3 minutes per individual)
- 3. Consideration of Award of Contract [Windward Phase 3]
- 4. Update: Required Ethics Training
- 5. Acceptance of Unaudited Financial Statements as of December 31, 2023
- 6. Approval of January 10, 2024 Regular Meeting Minutes
- 7. Staff Reports
 - A. District Counsel: Vogler Ashton, PLLC
 - B. District Engineer: Stantec Consulting Services, Inc.
 - C. District Manager: Wrathell, Hunt and Associates, LLC
 - NEXT MEETING DATE: March 13, 2024 at 11:00 AM
 - QUORUM CHECK

SEAT 1	JOHN LEINAWEAVER	In Person	PHONE	☐ N o
SEAT 2	SANDY FOSTER] In Person	PHONE	☐ No
SEAT 3	Dale Weidemiller	In Person	PHONE	□No
SEAT 4	PETE WILLIAMS	In Person	PHONE	□No
SEAT 5	JOHN BLAKLEY	In Person	PHONE	No

8. Board Members' Comments/Requests

Board of Supervisors Windward at Lakewood Ranch Community Development District February 14, 2024, Regular Meeting Agenda Page 2

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

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

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE
CALL-IN NUMBER: 1-888-354-0094

PARTICIPANT PASSCODE: 229 774 8903

Sincerely,

Chesley (Chuck) E. Adams, Jr.

ODE. Adent

District Manager

COMMUNITY DEVELOPMENT DISTRICT

MEMORANDUM

To: Board of Supervisors

From: District Counsel

Date: January 1, 2024

Subject: Ethics Training Requirements

Beginning January 1, 2024, all Board Supervisors of Florida Community Development Districts will be required to complete four (4) hours of Ethics training each year. The four (4) hours must be allocated to the following categories: two (2) hours of Ethics Law, one (1) hour of Sunshine Law, and one (1) hour of Public Records law.

This training may be completed online, and the four (4) hours do not have to be completed all at once. The Florida Commission on Ethics ("COE") has compiled a list of resources for this training. An overview of the resources are described below, and links to the resources are included in this memo.

Each year when Supervisors complete the required financial disclosure form (Form 1 Statement of Financial Interests), Supervisors must mark a box confirming that he or she has completed the Ethics training requirements. At this time, there is no requirement to submit a certificate; however, the COE advises that Supervisors keep a record of all trainings completed (including date and time of completion), in the event Supervisors are ever asked to provide proof of completion. The training is a calendar year requirement and corresponds to the form year. So, Supervisors will not report their 2024 training until they fill out their Form 1 for the 2025 year.

Free Training Options

The Florida Commission on Ethics' ("COE") website has several free online resources and links to resources that Supervisors can access to complete the training requirements. Navigate to that page here: Florida Commission on Ethics Training. Please note that the COE only provides free training for the two (2) hour Ethics portion of the annual training. However, the COE does provide links to free outside resources to complete the Sunshine and Public Records portion of the training. These links are included in this memorandum below for your ease of reference.

¹ https://ethics.state.fl.us/Training/Training.aspx

Free Ethics Law Training

The COE provides several videos for Ethics training, none of which are exactly two (2) hours in length. Please ensure you complete 120 minutes of Ethics training when choosing a combination of the below.

State Ethics Laws for Constitutional Officers & Elected Municipal Officers (100 minutes)

Click here: Kinetic Ethics

Business and Employment Conflicts and Post-Public-Service (56 minutes) Restriction

Click here: Business and Employment Conflicts

Gifts (50 minutes)

Click here: Ethics Laws Governing Acceptance of Gifts

Voting Conflicts - Local Officers (58 minutes)¹

Click here: Voting Vertigo

Free Sunshine/Public Records Law Training

The Office of the Attorney General provides a two (2) hour online training course (audio only) that meets the requirements of the Sunshine Law and Public Records Law portion of Supervisors' annual training.

Click here to access: Public Meeting and Public Records Law

Other Training Options

4- Hour Course

Some courses will provide a certificate upon completion (not required), like the one found from the Florida State University, Florida Institute of Government, linked here: <u>4-Hour Ethics Course</u>. This course meets all the ethics training requirements for the year, including Sunshine Law and Public Records training. This course is currently \$79.00

CLE Course

The COE's website includes a link to the Florida Bar's Continuing Legal Education online tutorial which also meets all the Ethics training requirements. However, this is a CLE course designed more specifically for attorneys. The 5 hours 18 minutes' long course exceeds the 4-hour requirement and its cost is significantly higher than the 4-Hour Ethics course provided by the Florida State University. The course is currently \$325.00. To access this course, click here: Sunshine Law, Public Records and Ethics for Public Officers and Public Employees.

If you have any questions, please do not hesitate to contact me.

COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED FINANCIAL STATEMENTS

WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
DECEMBER 31, 2023

WINDWARD AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT BALANCE SHEET GOVERNMENTAL FUNDS DECEMBER 31, 2023

	General Fund	Special Revenue Fund - Fruitville	Debt Service Fund Series 2020	Debt Service Fund Series 2022	Capital Projects Fund Series 2020	Capital Projects Fund Series 2022	Total Governmental Funds
ASSETS	ф 7 40.750	Φ.	Φ.	Φ.	Φ.	Φ.	ф 740.7 F0
Cash	\$ 719,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 719,750
Investments			00.070	200 050			405 400
Reserve	-	-	88,879	396,250	-	-	485,129
Prepayment	-	-	1,025,621	1,129,678	-	-	2,155,299
Revenue	-	-	150,034	393,835	- 404.070		543,869
Construction		-	-	-	1,461,376	2,887,425	4,348,801
Due from Developer	3,697	-	51,686	8,180	-	-	63,563
Due from general fund	-	-	160,586	22,590	-	3,803	186,979
Due from debt service fund	-	-	4,116	-	-	-	4,116
Due from other	575	-	-	-	-	-	575
Deposits	225	-	- -	-	-	-	225
Undeposited funds		<u>-</u>	19,779				19,779
Total assets	\$ 724,247	\$ -	\$1,500,701	\$1,950,533	\$ 1,461,376	\$ 2,891,228	\$ 8,528,085
LIABILITIES Liabilities: Contracts payable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,529	\$ 2,529
Retainage payable	-	-	-	_	625,762	65,195	690,957
Due to Developer	_	118,978	_	_	-	-	118,978
Due to debt service fund 2020	160,586	- 110,070	_	4,116	_	_	164,702
Due to debt service fund 2022	22,590	_	_	7,110	_	_	22,590
Due to capital projects fund 2022	22,000	_	_	3,803	_	_	3,803
Developer advance	6,000	_	_	5,005	_	_	6,000
Total liabilities	189,176	118,978		7,919	625,762	67,724	1,009,559
Total liabilities	109,170	110,970		7,919	025,702	07,724	1,009,339
DEFERRED INFLOWS OF RESOURCES	3						
Deferred receipts	3,697	-	51,686	8,180	-	_	63,563
Total deferred inflows of resources	3,697	-	51,686	8,180	_	_	63,563
FUND BALANCES Committed Restricted for:							
Debt service	-	-	1,449,015	1,934,434	-	-	3,383,449
Capital projects	-	-	-	-	835,614	2,823,504	3,659,118
Assigned							
Three months working capital	146,418	-	-	-	-	-	146,418
Unassigned	384,956	(118,978)	-	-	-	-	265,978
Total fund balances	531,374	(118,978)	1,449,015	1,934,434	835,614	2,823,504	7,454,963
Total liabilities, deferred inflows							
of resources and fund balances	\$ 724,247	\$ -	\$1,500,701	\$1,950,533	\$ 1,461,376	\$ 2,891,228	\$ 8,528,085

WINDWARD AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT GENERAL FUND

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES FOR THE PERIOD ENDED DECEMBER 31, 2023

REVENUES		Current Month	Year to Date	Budget	% of Budget
Assessment levy: off-roll 169,485 60,709 279% Lot closing 6,723 6,723 6,723 6,700 0% Total revenues 314,167 365,214 560,0 0% Total revenues 314,167 365,214 569,171 64% EXPENDITURES Forestional & administrative 2 2,000 12,800 12,800 12,800 12,800 12,800 12,800 12,800 12,800 12,800 12,800 12,800 12,800 12,800 12,800 12,900 25% Field management and administrative 833 2,500 10,000 25% Field management and accounting and 458 1,375 5,500 25% Egal 1 20,000 0% 25% Field management and accounting and 458 1,375 5,500 25% Egal 1 1,900 20,000 10% Andit 1,000 27% Egal 2 1,000 10% Andit 4,011 6,000 25% Egal 2,000 0% Andit 4,011					070/
Lot closing					
Interest and miscellaneous				60,709	
Total revenues	•	0,723	0,723	500	
Professional & administrative Supervisors 1,2000 12,800 16,800 12,000 12,000 12,000 25% 12,000 12,000 12,000 12,000 25% 12,000 12,000 12,000 12,000 25% 12,000		31/ 167	365 21/		
Supervisors	Total Tovolides	014,107	000,214	000,171	0470
Supervisors - 2,000 12,800 16% Management/accounting/recording 4,000 12,000 48,000 25% Field management 833 2,500 10,000 25% Debt service fund accounting 458 1,375 5,500 25% Legal - - - 2000 0% Audit - - - 5,000 0% Audit - - - 5,000 0% Arbitrage rebate calculation - - - 750 0% Dissemination agent 167 500 2,000 25% Trustee - - 4,031 6,000 25% Telephone 16 50 200 25% Postage 21 88 500 102 Postage 21 88 500 102 Insurance - 1,550 5,500 102% Contingencies/bank charges <	EXPENDITURES				
Mainagement	Professional & administrative				
Field management	•	-		,	
Debt service fund accounting 458 1,375 5,500 25% Legal - - 20,000 0% Engineering - 1,990 20,000 10% Audit - - 5,000 0% Arbitrage rebate calculation - - 750 0% Arbitrage rebate calculation - - 750 0% Arbitrage rebate calculation - - - 750 0% Dissemination agent 167 500 2,000 25% Trustee - 4,031 6,000 67% Postage 21 88 500 18% Legal advertising - - 2,000 0% Annual special district fee - 175 175 10% Insurance - - 5,500 1500 10% Miscellaneous - - - 500 0% Miscellaneous - -					
Legal - - 2 20,000 0% Engineering - 1,990 20,000 10% Audit - - 5,000 0% Arbitrage rebate calculation - - 750 0% Dissemination agent 1167 500 2,000 25% Trustee - 4,031 6,000 67% Telephone 16 50 200 25% Postage 21 88 500 18% Legal advertising - 175 175 100% Annual special district fee - 175 175 100% Insurance - 5,590 5,500 102% Contingencies/bank charges - 5,590 5,500 102% Miscellaneous - - 750 0% Miscellaneous - - 750 0% Mebsite - - 750 0% Mye					
Engineering	•	458	1,375		
Audith Arbitrage rebate calculation - - 5,000 0% Arbitrage rebate calculation Dissemination agent 167 500 2,000 25% Trustee - 4,031 6,000 67% Trustee - 4,031 6,000 67% Postage 21 88 500 18% Legal advertising - - 2,000 0% Annual special district fee - 175 175 10% Insurance - - 5,590 5,500 102% Contingencies/bank charges - - 750 0% Miscellaneous - - 750 0% Website - - - 700 0% Mobiscellaneous - - - 700 0% Website - - - 700 0% Website - - - 10 0% Verpoter appraiser & tax collector	•	-			
Arbitrage rebate calculation - - 750 0% Dissemination agent 167 500 2,000 25% Trustee - 4,031 6,000 67% Telephone 16 50 200 25% Postage 21 88 500 18% Legal advertising - - 2,000 0% Annual special district fee - 175 175 10% Insurance - - 5,590 5,500 102% Contingencies/bank charges - - - 750 0% Miscellaneous - - - 500 0% Website - - - 500 0% Mebsite compliance - - - 100 0% Property appraiser & tax collector 2,071 2,836 10,583 27% Total professional & administrative - - - 5,000 0%		=	1,990		
Dissemination agent 167 500 2,000 25% Trustee - 4,031 6,000 67% Telephone 16 50 200 25% Postage 21 88 500 18% Legal advertising - - 2,000 0% Annual special district fee - 175 175 100% Insurance - 5,590 5,500 10% Insurance - - 500 0% Miscellanceus - - 500 0% Website - - - 500 0% Mabareus - - - - 0% 0% Property appraiser & tax collector 2,071 2,836 10,583 27% 0% Total professional & administrative 2,071 2,836 10,583 27% 0% Well pump maintenance - - 5,000 0% 0% 0%		=	-		
Trustee - 4,031 6,000 67% Telephone 16 50 200 25% Postage 21 88 500 18% Legal advertising - - - 2,000 0% Annual special district fee - 175 175 100% Insurance - 5,590 5,500 102% Contingencies/bank charges - - 750 0% Miscellaneous - - 500 0% Website - - 20 0% Mobisite - - 210 0% Mebsite compliance - - 210 0% Website - - 210 0% Property appraiser & tax collector 2,071 2,836 10,583 27% Total professional & administrative 7,566 33,135 151,173 22% Field Operations - - 5,000 <	-				
Telephone	——————————————————————————————————————				
Postage 21 88 500 18% Legal advertising - - 2,000 0% Annual special district fee - 1,75 1,75 100% Insurance - 5,590 5,500 102% Contingencies/bank charges - - 750 0% Miscellaneous - - - 750 0% Website - - - 705 0% ADA website compliance - - - 210 0% Property appraiser & tax collector 2,071 2,836 10,583 27% Total professional & administrative 7,566 33,135 151,173 22% Field Operations Well pump maintenance - - 5,000 0% Wetland monitoring contract 925 3,950 125,000 3% Pond maintenance contract 2,661 5,181 50,000 10% Irrigation system maintenance -					
Legal advertising - - 2,000 0% Annual special district fee - 175 175 100% Insurance - 5,590 5,500 102% Contingencies/bank charges - 5,590 5,500 0% Miscellaneous - - 500 0% Website - - 210 0% ADA website compliance - - 210 0% Property appraiser & tax collector 2,071 2,836 10,583 27% Total professional & administrative 7,566 33,135 151,173 22% Field Operations Well pump maintenance - - 5,000 0% Wetland monitoring contract 925 3,950 125,000 3% Pond maintenance contract 2,661 5,181 50,000 10% Pond maintenance - - - 5,000 0% Irrigation system maintenance - -	·				
Annual special district fee Insurance - 175 175 100% Insurance Contingencies/bank charges - 5,590 5,500 102% Insurance Contingencies/bank charges - - 750 0% Insurance Miscellaneous - - 500 0% Insurance Website - - 705 0% Insurance ADA website compliance - - 201 0% Insurance Property appraiser & tax collector 2,071 2,836 10,583 27% Total professional & administrative 7,566 33,135 151,173 22% Field Operations - - - 5,000 3% Insurance - - 5,000 3% Insurance 2% 3,950 125,000 3% Insurance 2% Insurance 2,661 5,181 50,000 10% Insurance 2,661 5,181 50,000 10% Insurance 2,661 5,181 50,000 10% Insurance 1,2661 5,181 50,000 10% Insurance 1,2661 5,181 50,000<	•				
Insurance - 5,590 5,500 102% Contingencies/bank charges - 5,590 5,500 102% Miscellaneous - 5,590 0% Miscellaneous - 5,500 0% Website - 705 0% ADA website compliance - 2,071 2,836 10,583 27% Property appraiser & tax collector 2,071 2,836 10,583 27% Total professional & administrative 7,566 33,135 151,173 22% Field Operations - 5,000 0% Wetland monitoring contract 925 3,950 125,000 3% Pond maintenance - 5,000 0% Property appraiser maintenance 2,661 5,181 50,000 10% Pond maintenance - 5,000 0% Irrigation system maintenance 4,914 14,913 125,000 12% Irrigation pS maintenance - 5,000 0% Irrigation pS maintenance - 5,000 0% Irrigation pump maintenance - 5,000 0		-			
Contingencies/bank charges - - 750 0% Miscellaneous Miscellaneous - - 500 0% Miscellaneous Website - - 705 0% ADA website compliance - 210 0% ADA website compliance 2071 2,836 10,583 27% Total professional & administrative 7,566 33,135 151,173 22% Field Operations Well pump maintenance - - 5,000 0% Wetland monitoring contract 925 3,950 125,000 3% Pond maintenance contract 2,661 5,181 50,000 10% Pond maintenance maintenance for contract 4,914 14,913 125,000 12% Irrigation PS maintenance for pamintenance for pamintenan	·	-			
Miscellaneous - - 500 0% Website - - 705 0% ADA website compliance - - 210 0% Property appraiser & tax collector 2,071 2,836 10,583 27% Total professional & administrative 7,566 33,135 151,173 22% Field Operations Well pump maintenance - - 5,000 0% Wetland monitoring contract 925 3,950 125,000 3% Pond maintenance contract 2,661 5,181 50,000 10% Pond maintenance maintenance - - 5,000 0% Irrigation system maintenance 4,914 14,913 125,000 12% Irrigation pymp maintenance - - 5,000 0% Irrigation pymp maintenance - - 10,000 0% Irrigation pymp maintenance - - 5,000 0% Irrigation pymp maintenance -		-	5,590		
Website - - 705 0% ADA website compliance - - 210 0% Property appraiser & tax collector 2,071 2,836 10,583 27% Total professional & administrative 7,566 33,135 151,173 22% Field Operations Well pump maintenance - - 5,000 0% Wetland monitoring contract 925 3,950 125,000 3% Pond maintenance contract 2,661 5,181 50,000 10% Pond maintenance - - 5,000 0% Irrigation system maintenance 4,914 14,913 125,000 12% Irrigation pump maintenance - - 5,000 0% Itrigation pump maintenance - - 10,000 26% Curb replacement - - 5,000 0% Streettights 1,534 4,602 18,000 26% Curb replacement - -		-	_		
ADA website compliance		_	_		
Property appraiser & tax collector Total professional & administrative 2,071 2,836 10,583 27% 22% Field Operations Well pump maintenance - - 5,000 0% Wetland monitoring contract 925 3,950 125,000 3% Pond maintenance contract 2,661 5,181 50,000 10% Pond maintenance - - - 5,000 0% Irrigation system maintenance 4,914 14,913 125,000 12% Irrigation PS maintenance - - - 5,000 0% Irrigation pump maintenance - - - 5,000 0% Irrigation pump maintenance - - - 10,000 0% Irrigation pump maintenance - - - 10,000 0% Irrigation pump maintenance - - - 5,000 0% Curb replacement - - - 5,000 0% Effluent water supply		_	_		
Total professional & administrative 7,566 33,135 151,173 22% Field Operations Well pump maintenance Well pump maintenance - - 5,000 0% Wetland monitoring contract 925 3,950 125,000 3% Pond maintenance contract 2,661 5,181 50,000 10% Pond maintenance - - 5,000 0% Irrigation system maintenance - - 5,000 0% Irrigation PS maintenance - - 5,000 0% Irrigation pump maintenance - - 10,000 0% Irrigation pump maintenance - - 10,000 0% Irrigation pump maintenance - - 5,000 0% Irrigation pump maintenance - - 5,000 0% Curb replacement - - 5,000 0% Effluent water supply 9,509 24,105 20,000 0% Total field operatio	•	2 071	2 836		
Field Operations Well pump maintenance - - 5,000 0% Wetland monitoring contract 925 3,950 125,000 3% Pond maintenance contract 2,661 5,181 50,000 10% Pond maintenance - - - 5,000 0% Irrigation system maintenance 4,914 14,913 125,000 12% Irrigation PS maintenance - - - 5,000 0% Irrigation pump maintenance - - - 10,000 0% Streetlights 1,534 4,602 18,000 26% Curb replacement - - - 5,000 0% Effluent water supply 9,509 24,105					
Well pump maintenance - - 5,000 0% Wetland monitoring contract 925 3,950 125,000 3% Pond maintenance contract 2,661 5,181 50,000 10% Pond maintenance - - - 5,000 0% Irrigation system maintenance - - - 5,000 0% Irrigation PS maintenance - - - 5,000 0% Irrigation pump maintenance - - - 5,000 0% Irrigation pump maintenance - - - 10,000 0% Streetlights 1,534 4,602 18,000 26% Curb replacement - - - 5,000 0% Effluent water supply 9,509 24,105 20,000 26% Fruitville road cleanup - - - 20,000 0% Waterline flushing - - 20,000 0% Total field operations	·				
Wetland monitoring contract 925 3,950 125,000 3% Pond maintenance contract 2,661 5,181 50,000 10% Pond maintenance - - - 5,000 0% Irrigation system maintenance 4,914 14,913 125,000 12% Irrigation PS maintenance - - - 5,000 0% Irrigation pump maintenance - - - 10,000 0% Irrigation pump maintenance - - - 10,000 0% Irrigation pump maintenance - - - 10,000 0% Streetlights 1,534 4,602 18,000 26% Curb replacement - - - 5,000 0% Effluent water supply 9,509 24,105 20,000 121% Fuitville road cleanup - - - 30,000 0% Waterline flushing - - - 20,000 0%					
Pond maintenance contract 2,661 5,181 50,000 10% Pond maintenance - - 5,000 0% Irrigation system maintenance 4,914 14,913 125,000 12% Irrigation PS maintenance - - - 5,000 0% Irrigation pump maintenance - - 10,000 0% Irrigation pump maintenance - - 10,000 0% Streetlights 1,534 4,602 18,000 26% Curb replacement - - - 5,000 0% Effluent water supply 9,509 24,105 20,000 121% Fruitville road cleanup - - - 30,000 0% Waterline flushing - - 20,000 0% Waterline flushing - - 20,000 0% Total field operations 19,543 52,751 418,000 13% Total expenditures 287,058 279,328 (2) </td <td></td> <td>-</td> <td>-</td> <td></td> <td></td>		-	-		
Pond maintenance - - 5,000 0% Irrigation system maintenance 4,914 14,913 125,000 12% Irrigation PS maintenance - - 5,000 0% Irrigation pump maintenance - - 10,000 0% Streetlights 1,534 4,602 18,000 26% Curb replacement - - - 5,000 0% Effluent water supply 9,509 24,105 20,000 121% Fruitville road cleanup - - 30,000 0% Waterline flushing - - 20,000 0% Total field operations 19,543 52,751 418,000 13% Total expenditures 27,109 85,886 569,173 15% Excess/(deficiency) of revenues over/(under) expenditures 287,058 279,328 (2) Fund balances - beginning 244,316 252,046 241,778 Assigned - 146,418 146,418	· ·				
Irrigation system maintenance 4,914 14,913 125,000 12% Irrigation PS maintenance - - 5,000 0% Irrigation pump maintenance - - 10,000 0% Streetlights 1,534 4,602 18,000 26% Curb replacement - - 5,000 0% Effluent water supply 9,509 24,105 20,000 121% Fruitville road cleanup - - 30,000 0% Waterline flushing - - 20,000 0% Total field operations 19,543 52,751 418,000 13% Total expenditures 27,109 85,886 569,173 15% Excess/(deficiency) of revenues over/(under) expenditures 287,058 279,328 (2) Fund balances - beginning 244,316 252,046 241,778 Assigned - 146,418 146,418 Unassigned 531,374 384,956 95,358		2,661	5,181		
Irrigation PS maintenance - - 5,000 0% Irrigation pump maintenance - - - 10,000 0% Streetlights 1,534 4,602 18,000 26% Curb replacement - - - 5,000 0% Effluent water supply 9,509 24,105 20,000 121% Fruitville road cleanup - - - 30,000 0% Waterline flushing - - - 20,000 0% Total field operations 19,543 52,751 418,000 13% Total expenditures 27,109 85,886 569,173 15% Excess/(deficiency) of revenues over/(under) expenditures 287,058 279,328 (2) Fund balances - beginning 244,316 252,046 241,778 Assigned - 146,418 146,418 Unassigned 531,374 384,956 95,358		-	-		
Irrigation pump maintenance - - 10,000 0% Streetlights 1,534 4,602 18,000 26% Curb replacement - - - 5,000 0% Effluent water supply 9,509 24,105 20,000 121% Fruitville road cleanup - - - 30,000 0% Waterline flushing - - 20,000 0% Total field operations 19,543 52,751 418,000 13% Total expenditures 27,109 85,886 569,173 15% Excess/(deficiency) of revenues over/(under) expenditures 287,058 279,328 (2) Fund balances - beginning 244,316 252,046 241,778 Assigned - 146,418 146,418 Unassigned 531,374 384,956 95,358	* *	4,914	14,913		
Streetlights 1,534 4,602 18,000 26% Curb replacement - - - 5,000 0% Effluent water supply 9,509 24,105 20,000 121% Fruitville road cleanup - - - 30,000 0% Waterline flushing - - - 20,000 0% Total field operations 19,543 52,751 418,000 13% Total expenditures 27,109 85,886 569,173 15% Excess/(deficiency) of revenues over/(under) expenditures 287,058 279,328 (2) Fund balances - beginning 244,316 252,046 241,778 Assigned - 146,418 146,418 Unassigned 531,374 384,956 95,358	· ·	-	-		
Curb replacement - - 5,000 0% Effluent water supply 9,509 24,105 20,000 121% Fruitville road cleanup - - 30,000 0% Waterline flushing - - 20,000 0% Total field operations 19,543 52,751 418,000 13% Total expenditures 27,109 85,886 569,173 15% Excess/(deficiency) of revenues over/(under) expenditures 287,058 279,328 (2) Fund balances - beginning 244,316 252,046 241,778 Assigned - 146,418 146,418 Unassigned 531,374 384,956 95,358		4 504	4 600		
Effluent water supply 9,509 24,105 20,000 121% Fruitville road cleanup - - - 30,000 0% Waterline flushing - - - 20,000 0% Total field operations 19,543 52,751 418,000 13% Total expenditures 27,109 85,886 569,173 15% Excess/(deficiency) of revenues over/(under) expenditures 287,058 279,328 (2) Fund balances - beginning 244,316 252,046 241,778 Assigned - 146,418 146,418 Unassigned 531,374 384,956 95,358	· · · · · · · · · · · · · · · · · · ·	1,534	4,602		
Fruitville road cleanup - - - 30,000 0% Waterline flushing - - - 20,000 0% Total field operations 19,543 52,751 418,000 13% Total expenditures 27,109 85,886 569,173 15% Excess/(deficiency) of revenues over/(under) expenditures 287,058 279,328 (2) Fund balances - beginning Assigned 244,316 252,046 241,778 Assigned Three months working capital Unassigned - 146,418 146,418 Unassigned 531,374 384,956 95,358	•	0.500	24.105		
Waterline flushing - - 20,000 0% Total field operations 19,543 52,751 418,000 13% Total expenditures 27,109 85,886 569,173 15% Excess/(deficiency) of revenues over/(under) expenditures 287,058 279,328 (2) Fund balances - beginning Assigned 244,316 252,046 241,778 Assigned Three months working capital Unassigned - 146,418 146,418 Unassigned 531,374 384,956 95,358	· · ·	9,509	24,105		
Total field operations 19,543 52,751 418,000 13% Total expenditures 27,109 85,886 569,173 15% Excess/(deficiency) of revenues over/(under) expenditures 287,058 279,328 (2) Fund balances - beginning Assigned 244,316 252,046 241,778 Assigned Three months working capital Unassigned - 146,418 146,418 Unassigned 531,374 384,956 95,358	•	-	-		
Total expenditures 27,109 85,886 569,173 15% Excess/(deficiency) of revenues over/(under) expenditures 287,058 279,328 (2) Fund balances - beginning Assigned 244,316 252,046 241,778 Assigned Three months working capital Unassigned - 146,418 146,418 Unassigned 531,374 384,956 95,358		10.5/3	52 751		
Excess/(deficiency) of revenues over/(under) expenditures 287,058 279,328 (2) Fund balances - beginning 244,316 252,046 241,778 Assigned - 146,418 146,418 Unassigned 531,374 384,956 95,358	•				
over/(under) expenditures 287,058 279,328 (2) Fund balances - beginning 244,316 252,046 241,778 Assigned - 146,418 146,418 Unassigned 531,374 384,956 95,358	Total Oxportation	21,100		000,110	1070
Fund balances - beginning 244,316 252,046 241,778 Assigned Three months working capital - 146,418 Unassigned 531,374 384,956 95,358	Excess/(deficiency) of revenues				
Assigned Three months working capital Unassigned Three months working capital	over/(under) expenditures	287,058	279,328	(2)	
Assigned Three months working capital Unassigned Three months working capital	Fund halances, haginning	244 246	2E2.046	2//1 770	
Three months working capital - 146,418 146,418 Unassigned 531,374 384,956 95,358	ŭ ŭ	244,310	202,040	241,110	
Unassigned <u>531,374</u> <u>384,956</u> <u>95,358</u>	3	_	146 419	146 419	
<u> </u>	J .	531 374			
	· · · · · · · · · · · · · · · · · · ·				

WINDWARD AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT SPECIAL REVENUE FUND - FRUITVILLE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES FOR THE PERIOD ENDED DECEMBER 31, 2023

	•	urrent Ionth		Year to Date
REVENUES Total revenues	\$	<u> </u>	\$	<u>-</u>
EXPENDITURES Total expenditures		<u>-</u>	_	<u>-</u>
Excess/(deficiency) of revenues over/(under) expenditures		-		-
Fund balances - beginning Fund balances - ending	\$	(118,978) (118,978)	\$	(118,978) (118,978)

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, 2023

	Current Month	Year To Date	Budget	% of Budget
REVENUES	¢ 162.021	<u></u>	¢ 266 004	61%
Assessment levy Assessment levy: off-roll	\$ 163,031 53,431	\$ 223,354 53,431	\$ 366,984 363,255	15%
Assessment prepayments	265,488	942,005	303,233	N/A
Interest	3,060	942,003 17,467	<u>-</u>	N/A N/A
Total revenues	485,010	1,236,257	730,239	169%
EXPENDITUDES	·			
EXPENDITURES Debt service				
Principal - S2020A1			120,000	0%
Principal - 32020A1 Principal prepayment - S2020A-2	-	1,140,000	120,000	N/A
Principal prepayment - S2020A-2 Principal prepayment - S2020A-3	_	20,000	_	N/A
Interest - S2020A-1	_	118,657	237,315	50%
Interest - S2020A-1	_	91,630	196,900	47%
Interest - S2020A-2	_	83,178	166,355	50%
Total debt service	-	1,453,465	720,570	202%
Other fees & charges				
Tax collector	2,445	3,351	7,646	44%
Total other fees & charges	2,445	3,351	7,646	44%
Total expenditures	2,445	1,456,816	728,216	200%
Excess/(deficiency) of revenues				
over/(under) expenditures	482,565	(220,559)	2,023	
Fund balances - beginning	966,450	1,669,574	515,880	
Fund balances - ending	\$1,449,015	\$ 1,449,015	\$ 517,903	

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, 2023

	Current Month	Year To Date	Budget	% of Budget	
REVENUES		_			
Assessment levy	\$ 22,934	\$ 31,420	\$ 553,606	6%	
Assessment levy: off-roll	346,066		264,367	131%	
Assessment prepayments	_	277,367	-	N/A	
Lot closing	_	9,636	_	N/A	
Interest / misc. income	6,868		_	N/A	
Total revenues	375,868		817,973	84%	
EXPENDITURES					
Debt service					
Principal	_		265,000	0%	
Interest	_	268,328	555,513	48%	
Total debt service		268,328	820,513	33%	
Other fees & charges					
Tax collector	344	471	11,533	4%	
Total other fees & charges	344		11,533	4%	
Total expenditures	344		832,046	32%	
Excess/(deficiency) of revenues					
over/(under) expenditures	375,524	415,272	(14,073)		
Fund balances - beginning	1,558,910	1,519,162	707,811		
Fund balances - ending	\$ 1,934,434		\$ 693,738	•	

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, 2023

	_	Current Month	 Year To Date
REVENUES Interest Total revenues	\$	6,351 6,351	\$ 19,269 19,269
EXPENDITURES Total expenditures		-	<u>-</u>
Excess/(deficiency) of revenues over/(under) expenditures		6,351	19,269
Fund balances - beginning Fund balances - ending	\$	829,263 835,614	\$ 816,345 835,614

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, 2023

	Current Month	Year To Date
REVENUES		
Interest	\$ 12,550	\$ 38,109
Total revenues	12,550	38,109
EXPENDITURES Capital outlay Total expenditures	<u>-</u>	1,967 1,967
Excess/(deficiency) of revenues over/(under) expenditures	12,550	36,142
Fund balances - beginning Fund balances - ending	2,810,954 \$2,823,504	2,787,362 \$2,823,504

COMMUNITY DEVELOPMENT DISTRICT

MINUTES

DRAFT

1 2 3 4	MINUTES OF I WINDWARD AT LAK COMMUNITY DEVELO	EWOOD RANCH
5	The Board of Supervisors of the Wi	indward at Lakewood Ranch Community
6	Development District held a Regular Meeting o	n January 10, 2024 at 11:00 a.m., at 5800
7	Lakewood Ranch Blvd, Sarasota, Florida 34240.	
8		
9 10	Present were:	
11	Pete Williams	Chair
12	Sandy Foster	Vice Chair
13	John Leinaweaver (via telephone)	Assistant Secretary
14	John Blakley	Assistant Secretary
15	Dale Weidemiller	Assistant Secretary
16 17	Also present, were:	
18	Also present, were.	
19	Chuck Adams	District Manager
20	Mike Kennedy	District Engineer
21	Eric Wolfgang	Resident
22		
23		
24	FIRST ORDER OF BUSINESS	Call to Order/Roll Call
25		
26	Mr. Adams called the meeting to order	at 11:15 a.m. Supervisors Williams, Foster,
27	Blakley and Weidemiller were present. Supervisor	Leinaweaver attended via telephone.
28		
29 30 31	SECOND ORDER OF BUSINESS	Public Comments: Agenda Items (limited to 3 minutes per individual)
32	Resident Eric Wolfgang thanked the Board	for their hospitality.
33		
34 35 36 37 38 39	THIRD ORDER OF BUSINESS	Consideration of Resolution 2024-02, Designating a Date, Time, and Location for a Landowners' Meeting and Election; Providing for Publication, Providing for Severability and an Effective Date
40 41	Mr. Adams presented Resolution 2024-02.	

WINDWARD AT LAKEWOOD RANCH CDD DRAFT 42 On MOTION by Mr. Williams and seconded by Mr. Foster, with all in favor, 43 Resolution 2024-02, Designating a Date, Time, and Location of November 13, 2024 at 10:45 a.m., at 5800 Lakewood Ranch Blvd, Sarasota, Florida 34240 for a 44 Landowners' Meeting and Election; Providing for Publication, Providing for 45 Severability and an Effective Date, was adopted. 46 47 48 49 **FOURTH ORDER OF BUSINESS** Consideration of Stantec Consulting 50 Services Inc. Specific Authorization No. 12 51 Professional Services Proposal - Phase 3 **Bidding and Limited Construction Phase** 52 53 Services 54 Mr. Kennedy presented the Stantec Consulting Services Inc. Specific Authorization No. 55 56 12 Professional Services Proposal for Phase 3 Bidding and Limited Construction Phase Services. 57 On MOTION by Mr. Weidemiller and seconded by Mr. Williams, with all in 58 favor, the Stantec Consulting Services Inc. Specific Authorization No. 12 59 Professional Services Proposal for Phase 3 Bidding and Limited Construction 60 Phase Services 3, was approved. 61

62

63

64 65

66

67 68

69

70

71

72 73

74

75 76 77

78 79

81 82

83

80

and appoint an RFP Committee comprised of three individuals. He suggested himself, a Developer representative and the Engineer of Record.

Mr. Kennedy stated that the CDD should utilize the Request for Proposals (RFP) process

Discussion ensued regarding who to include on the RFP Committee, potential qualified bidders, project costs, low bids and tentative proposal meeting dates.

On MOTION by Mr. Williams and seconded by Mr. Weidemiller, with all in favor, establishing an RFP Committee comprised of Mr. Harry Rossum, Mr. Mike Kennedy and Mr. Matt Morris, was approved.

FIFTH ORDER OF BUSINESS

Acceptance of the Unaudited Financial Statements as of November 30, 2023

On MOTION by Mr. Weidemiller and seconded by Mr. Williams, with all in favor, the Unaudited Financial Statements as of November 30, 2023, were accepted.

84 85 86	SIXTH	ORDER OF BUSINESS	Approval of November 8, 2023 Regular Meeting Minutes
87 88 89 90		l	econded by Mr. Williams, with all in favor, the ng Minutes, as presented, were approved.
91 92 93	SEVEN	NTH ORDER OF BUSINESS	Staff Reports
94	A.	District Counsel: Vogler Ashton, P	PLLC
95		There was no report.	
96	В.	District Engineer: Stantec Consult	ing Services, Inc.
97		Mr. Kennedy stated that irrigation	issues have lessened with help from the County.
98	C.	District Manager: Wrathell, Hunt	and Associates, LLC
99		NEXT MEETING DATE: Feb.	ruary 14, 2024 at 11:00 AM
100		O QUORUM CHECK	
101			
102 103 104	EIGHT	TH ORDER OF BUSINESS There were no Board Members' co	Board Members' Comments/Requests
105		There were no board Members Co	omments of requests.
106 107	NINTH	I ORDER OF BUSINESS	Public Comments: Non-Agenda Items (limited to 3 minutes per individual)
108 109		In response to Mr. Wolfgang's qu	estion about the wells and the County, Mr. Kennedy
110	stated	the County is doubling the capacity	for purification of the wells, it will be online and there
111	has be	en considerable growth down south	
112			
113 114 115	TENTI	H ORDER OF BUSINESS	Adjournment
116 117 118		On MOTION by Ms. Foster secon meeting adjourned at 11:30 a.m.	ded by Mr. Weidemiller, with all in favor, the
119 120 121			EAR ON THE FOULOWING DAGE!

123		
124		
125		
126		
127		
128	Secretary/Assistant Secretary	Chair/Vice Chair

January 10, 2024

WINDWARD AT LAKEWOOD RANCH CDD DRAFT

COMMUNITY DEVELOPMENT DISTRICT

STAFF REPORTS

WINDWARD AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2023/2024 MEETING SCHEDULE

LOCATION

5800 Lakewood Ranch Blvd, Sarasota, FL 34240

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 11, 2023	Regular Meeting	11:00 AM
November 8, 2023	Regular Meeting	11:00 AM
December 13, 2023 CANCELED	Regular Meeting	11:00 AM
January 10, 2024	Regular Meeting	11:00 AM
February 14, 2024	Regular Meeting	11:00 AM
March 13, 2024	Regular Meeting	11:00 AM
April 10, 2024	Regular Meeting	11:00 AM
May 8, 2024	Regular Meeting	11:00 AM
June 12, 2024	Regular Meeting	11:00 AM
July 10, 2024	Regular Meeting	11:00 AM
August 14, 2024	Regular Meeting	11:00 AM
September 11, 2024	Regular Meeting	11:00 AM