

*Windward  
Community Development District*

*Agenda*

*May 20, 2020*

# AGENDA

# *Windward*

## *Community Development District*

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219 East Livingston Street, Orlando, FL 32801

Phone: 407-841-5524 – Fax: 407-839-1526

May 13, 2020

Board of Supervisors  
Windward  
Community Development District

Dear Board Members:

The regular meeting of the Board of Supervisors of the Windward Community Development District will be held **Wednesday, May 20, 2020 at 2:00 p.m.** by the following means of communications media technology, **Zoom Video Conferencing**. Following is the agenda for the meeting:

- I. Roll Call
- II. Public Comment Period
- III. Approval of Minutes of February 19, 2020 Meeting
- IV. Ratification of Funding Agreement with K. Hovnanian At Mystic Dunes, LLC
- V. Consideration of Resolution 2020-05 Approving the Proposed Fiscal Year 2021 Budget and Setting a Public Hearing
- VI. Staff Reports
  - A. Attorney
  - B. Engineer
  - C. District Manager
    - i. Approval of Check Register
    - ii. Balance Sheet and Income Statement
    - iii. Presentation of Number of Registered Voters - 210
- VII. Other Business
- VIII. Supervisors' Requests
- IX. Adjournment

The second order of business of the Board of Supervisors meeting is the Public Comment Period where the public has an opportunity to be heard on propositions coming before the Board as reflected on the agenda, and any other items.

The third order of business is approval of the minutes of the February 19, 2020 Board of Supervisors meeting. The minutes are enclosed for your review.

The fourth order of business is ratification of funding agreement with K. Hovnanian at Mystic Dunes, LLC. A copy of the agreement is enclosed for your review.

Section C of the fifth order of business is the District Manager's Report and Section 1 includes the check register being submitted for approval and section 2 includes the balance

sheet and income statement for your review. Section 3 is presentation of number of registered voters within the boundaries of the district.

The balance of the agenda will be discussed at the meeting. In the meantime, if you have any questions, please contact me.

Sincerely,

Jason Showe  
District Manager

Cc: Jan Carpenter, District Counsel  
Brett Sealy, Underwriter  
Mike Williams, Bond Counsel  
David Kelly, District Engineer  
Darrin Mossing, GMS

Enclosures

# MINUTES

MINUTES OF MEETING  
WINDWARD  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Windward Community Development District was held Wednesday, February 19, 2020 at 2:00 p.m. in the West Osceola Branch Library, 305 Campus Street, Kissimmee, Florida.

Present and constituting a quorum were:

John Kassik	Chairperson
Jimmy Clark	Vice Chairman
Thomas Franklin	Assistant Secretary
Ellis Roe	Assistant Secretary
Marvin Morris	Assistant Secretary

Also present were:

Jason Showe	District Manager
Andrew d'Adesky	District Counsel
David Kelly	District Engineer

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Showe called the meeting to order and called the roll.

**SECOND ORDER OF BUSINESS**

**Public Comment**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the January 15, 2020 Meeting**

Mr. Morris stated at the last meeting we talked about putting up more signage by the gates between here and Mystic Dunes. Have we decided exactly what we are going to do there? You said we were going to come up with something at this meeting.

Mr. Kassik responded I talked to William about it a week or so ago and we are just going to have to put up more visible stop signs. To put in fully operational gates we talked about was not really a good solution.

Mr. Morris asked when are the signs going up?

Mr. Kassik stated I just have to tell William to get going on that.

Mr. Morris asked will that be done within the next month?

Mr. Showe stated it should be.

On MOTION by Mr. Franklin seconded by Mr. Kassik with all in favor the minutes of the January 15, 2020 meeting were approved as presented.

#### **FOURTH ORDER OF BUSINESS**

#### **Consideration of Resolution 2020-04 Acceptance of Phase 2 and Phase 3A Conveyances**

Mr. d'Adesky stated this is the standard resolution that approves all the conveyances we have done for past phases. The conveyances documents attached are standard conveyance documents and I as well as the attorney for the developer have reviewed them. This really deals with tracts that were dedicated to the CDD, you accepted that dedication in a past resolution to that effect and now it is accepting the final conveyance. Today, we received an original engineer's certificate from the engineering certifying that those improvements that are on that property are complete and ready for receipt by the CDD.

On MOTION by Mr. Franklin seconded by Mr. Clark with all in favor Resolution 2020-04 Acceptance of Phase 2 and Phase 3A Conveyances, was approved.

#### **FIFTH ORDER OF BUSINESS**

#### **Staff Reports**

##### **A. Attorney**

Mr. d'Adesky stated we are continuing to work on the expansion and will be following up on that.

##### **i. Update on Auditing Requirements**

Mr. d'Adesky stated Senate Bill 7014 was passed this past legislative session went into effect in January. Mostly it regards auditing provisions that are taken care of by GMS such as leaving the audit on the District website for three years. They already do that sort of thing. We are required to elect Board Members to the Audit Committee and we do that so we are in compliance. The only thing I want to make everyone aware of is that it added criminal penalties

if you intentionally block and auditor's investigation or tried to give false information. If you are ever asked any questions by the auditor just answer truthfully and if you have any questions just ask Jason or me and we will help you. Usually it is very simple questions such as, do you know of any unreported claims against the CDD and the usual answer to that is no.

**B. Engineer**

Mr. Kelly stated we are still in the permitting phase for the next project.

**D. Manager**

**i. Approval of Check Register**

On MOTION by Mr. Kassik seconded by Mr. Franklin with all in favor the check register was approved.

**ii. Balance Sheet and Income Statement**

A copy of the balance sheet and income statement were included in the agenda package.

**SIXTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**SEVENTH ORDER OF BUSINESS**

**Supervisor's Requests**

Mr. Morris stated I think we want to add to the minutes the issue we have with the triangle by Lot 86.

Mr. Showe stated I have already sent an email to William to see where we are on that. I think the intent was to get that repaired and replaced as soon as we have reliable irrigation.

Mr. Morris asked can we arrange to just move the Oleanders?

Mr. Showe stated we can look at that as part of that process.

Mr. Morris stated move them now not wait until May because that is where the caterpillars congregate.

Mr. Showe stated if the Board is okay with that we can remove them. We will have William look at it and get in touch with you.



On MOTION by Mr. Kassik seconded by Mr. Clark with all in favor  
the meeting adjourned at 2:08 p.m.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

## SECTION IV

**FUNDING AGREEMENT BETWEEN  
WINDWARD COMMUNITY DEVELOPMENT DISTRICT  
AND DEVELOPER**

**THIS FUNDING AGREEMENT** (this "Agreement") is made and effective this 6<sup>th</sup> day of April, 2020, by and between **WINDWARD COMMUNITY DEVELOPMENT DISTRICT**, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, being situated in the Osceola County, Florida, (the "District") and **K. HOVANIAN AT MYSTIC DUNES, LLC**, a Florida limited liability company, located at 90 Matawan Road, Fifth Floor, Matawan, NJ 07747 (hereinafter the "Developer" and, together with the District, the "Parties").

**RECITALS**

**WHEREAS**, the Windward Community Development District (the "District") is a local unit of special-purpose government established pursuant to the Uniform Community Development District Act of 1980, Chapter 190, Florida Statutes (the "Act"); The District was created by the Osceola County by Osceola County Ordinance No. 2017-21 effective April 11, 2017; and

**WHEREAS**, the Developer has acquired certain undeveloped lands adjacent to but currently outside the boundary of the District, commonly known as "Parcel H & I", which the Developer desires to have included within the boundary of the District (hereinafter "Expansion Property"); and

**WHEREAS**, the District requires that the Developer to enter into a funding agreement to pay for all engineering, legal, administrative and other costs related to the expansion of the District boundary and the filing of a petition to expand with the Osceola County (hereinafter "the Petition"); and

**WHEREAS**, Developer and the District desire to enter into this Agreement to provide the District such funding relating to the Expansion Property and the filing of the Petition; and

**NOW THEREFORE**, based upon good and valuable consideration and the mutual covenants of the Parties, the receipt of which and sufficiency of which are hereby acknowledged, the Parties agree as follows:

**1. Incorporation of Recitals.** The recitals stated above are true and correct and by this reference are incorporated herein as a material part of this Agreement.

**2. Provision of Funds.** Developer agrees to make available to the District such monies as are necessary to proceed with the filing of the Petition and all other related work related to the Expansion Property as follows:

- A. Developer agrees to provide to the District any such monies upon receipt of an invoice from the District requesting such funds, as invoiced pursuant to an agreement or engagement letter approved by the District. Such funds,

and all future funds provided pursuant to this Agreement, may be supplied by check, cash, wire transfer or other form of payment deemed satisfactory in the sole discretion of the District as determined by the District Manager. Developer authorizes the District to direct District staff, including the District Engineer, District Manager and other professional assistance as may be necessary, to proceed with the work contemplated by this Agreement.

- B. Developer and the District agree that all fees, costs or other expenses incurred by the District for the services of the District Engineer, District Manager, District Counsel or other professionals for the work contemplated by this Agreement shall be paid solely from the funds provided by Developer pursuant to this Agreement. Such payments shall be made in accordance with the District's normal invoice and payment procedures. The District agrees that any funds provided by Developer pursuant to this Agreement shall be used solely for fees, costs, and expenses arising from or related to the work contemplated by this Agreement.
- C. Developer agrees to provide funds within fourteen (14) days of receipt of written notification from the District Manager of the need for such funds.
- D. In the event the Developer fails to provide any such funds pursuant to this Agreement, Developer and the District agree the work may be halted until such time as sufficient funds are provided by Developer to ensure payment of the costs, fees or expenses which may be incurred in the performance of such work. The District may, in its discretion, place a lien on property (requiring payment as additional assessments) in the District owned by Developer, if such funds are not paid within ninety (90) days of the demand therefor.

3. **Termination.** Any of the Parties hereto may terminate this Agreement without cause by providing ten (10) days' written notice of termination. Any such termination by Developer is contingent upon Developer's provision of sufficient funds to cover any and all fees, costs or expenses incurred by the District in connection with the work to be performed under this Agreement as of the date by when notice of termination is received.

4. **Default.** A default by any party under this Agreement shall entitle the other party to all remedies available at law or in equity, which may include, but not be limited to, the right of damages.

5. **Enforcement of Agreement.** In the event that any of the Parties is required to enforce this Agreement by court proceedings or otherwise, then the prevailing party shall be entitled to recover all fees and costs incurred, including reasonable attorney's fees and costs for trial, alternative dispute resolution, or appellate proceedings.

6. **Agreement.** This instrument shall constitute the final and complete expression of this Agreement between the Parties relating to the subject matter of this Agreement.

7. **Amendments.** Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by all of the Parties hereto.

8. **Authorization.** The execution of this Agreement has been duly authorized by the appropriate body or official of all Parties hereto, each party has complied with all the requirements of law, and each party has full power and authority to comply with the terms and provisions of this instrument.

9. **Notices.** All notices, requests, consents and other communications hereunder ("Notices") shall be in writing and shall be delivered, mailed by First Class Mail, postage prepaid, or overnight delivery service, to the parties, as follows:

If to the District: Windward Community Development District  
c/o Governmental Management Services, LLC  
219 E. Livingston Street  
Orlando, Florida 32801  
Attention: District Manager

With a copy to: Latham, Luna, Eden & Beaudine, LLP  
111 N. Magnolia Avenue, Suite 1400  
Orlando, Florida 32801  
Attention: Jan Albanese Carpenter, Esq.

If to Developer: K. Hovnanian at Mystic Dunes, LLC  
90 Matawan Road, Fifth Floor  
Matawan, New Jersey 07757  
Attention: Justin Allen

Except as otherwise provided herein, any Notice shall be deemed received only upon actual delivery at the address set forth herein. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the Parties may deliver Notice on behalf of the Parties. Any party or other person to whom Notices are to be sent or copied may notify the other Parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days' written notice to the Parties and addressees set forth herein.

10. **Third Party Beneficiaries.** This Agreement is solely for the benefit of the formal Parties hereto and no right or cause of action shall accrue upon or by reason hereof, to or for the benefit of any third party not a formal party hereto. Nothing in this Agreement expressed or

implied is intended or shall be construed to confer upon any person or entity other than the Parties hereto any right, remedy or claim under or by reason of this Agreement or any provisions or conditions hereof; and all the provisions, representations, covenants and conditions herein contained shall inure to the sole benefit of and shall be binding upon the Parties hereto and their respective representatives, successors and assigns.

11. **Assignment.** None of the parties hereto may assign this Agreement or any monies to become due hereunder without the prior written approval of the other parties. Any purported assignment without such prior written approval shall be void.

12. **Controlling Law; Venue.** This Agreement and the provisions contained herein shall be construed, interpreted and controlled according to the laws of the State of Florida. Venue for any action arising hereunder shall be in a court of appropriate jurisdiction in the Osceola County, Orange County, Florida.

13. **Effective Date.** The Agreement shall be effective after execution by all Parties hereto and shall remain in effect unless terminated by any of the Parties hereto.

14. **Sovereign Immunity.** Nothing contained herein shall cause or be construed as a waiver of the District's sovereign immunity or limitations on liability granted pursuant to section 768.28, *Florida Statutes*, or other law, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which could otherwise be barred under the Doctrine of Sovereign Immunity or by operation of law.

15. **Public Records.** The Developer understands and agrees that all documents of any kind provided to the District or to District Staff in connection with the work contemplated under this Agreement are public records and are treated as such in accordance with Florida law.

[COUNTERPART SIGNATURE PAGES TO FOLLOW]

**COUNTERPART SIGNATURE PAGE FOR  
FUNDING AGREEMENT BETWEEN  
WINDWARD COMMUNITY DEVELOPMENT DISTRICT  
AND DEVELOPER**

**IN WITNESS WHEREOF**, the Parties hereto have executed this Agreement as of the day  
and year first written above.


**Attest:**

  
\_\_\_\_\_  
Secretary/Asst. Secretary

**DISTRICT:**

**WINDWARD  
COMMUNITY DEVELOPMENT DISTRICT**

**By:**

  
\_\_\_\_\_  
**Name: JOHN E. KASSIK**  
Chairman of the Board of Supervisors

**S-I**

**COUNTERPART SIGNATURE PAGE FOR  
FUNDING AGREEMENT BETWEEN  
WINDWARD COMMUNITY DEVELOPMENT DISTRICT  
AND DEVELOPER**

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the day and year first written above.

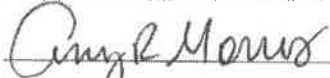
**DEVELOPER:**

K HOVANIAN AT MYSTIC DUNES, LLC,  
liability company

WITNESSES:  
a Florida limited



Print: MARIA C. MARTIN



Print: AMY R. MORRIS

By: 

Name: James McBremsky

Title: Controller



## SECTION V

## RESOLUTION 2020-05

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WINDWARD COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2020/2021 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of the Windward Community Development District (“**District**”) prior to June 15, 2020, a proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2020 and ending September 30, 2021 (“**Fiscal Year 2020/2021**”); 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 COMMUNITY DEVELOPMENT DISTRICT:**

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2020/2021 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

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: August 19, 2020

HOUR: 2:00 p.m.

LOCATION: West Osceola Branch Library  
305 Campus Street  
Kissimmee, FL 34747

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

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 days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

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

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.

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

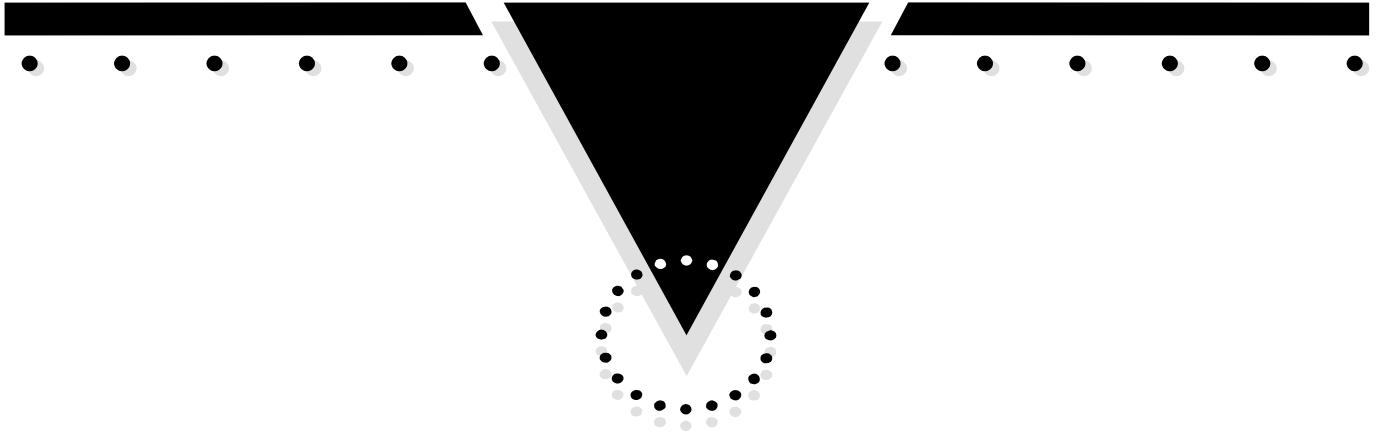
**PASSED AND ADOPTED THIS 20<sup>th</sup> DAY OF MAY, 2020.**

ATTEST:

**WINDWARD COMMUNITY  
DEVELOPMENT DISTRICT**

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

By: \_\_\_\_\_  
Its: \_\_\_\_\_



# **Windward Community Development District**

**Proposed Budget  
FY 2021**



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# Windward

## Community Development District

### Fiscal Year 2021 General Fund

<u>Description</u>	<b>Adopted Budget FY2020</b>	<b>Actual Thru 3/31/20</b>	<b>Projected Next 6 Months</b>	<b>Total Thru 9/30/20</b>	<b>Proposed Budget FY2021</b>
<b><u>Revenues</u></b>					
Assessments - Tax Roll	\$159,059	\$158,478	\$0	\$158,478	\$159,059
Assessments - Direct Billed	\$153,167	\$114,876	\$38,291	\$153,167	\$153,167
Deficit Funding	\$180,901	\$60,996	\$0	\$60,996	\$195,001
<b>Total Revenues</b>	<b>\$493,127</b>	<b>\$334,349</b>	<b>\$38,291</b>	<b>\$372,640</b>	<b>\$507,227</b>
<b><u>Expenditures</u></b>					
<b><u>Administrative</u></b>					
Supervisors Fees	\$4,800	\$600	\$1,000	\$1,600	\$4,800
FICA Expense	\$367	\$46	\$77	\$122	\$367
Engineering	\$12,000	\$2,673	\$1,851	\$4,524	\$12,000
Attorney	\$25,000	\$8,226	\$2,061	\$10,287	\$25,000
Arbitrage	\$450	\$0	\$450	\$450	\$450
Dissemination	\$3,500	\$2,250	\$1,750	\$4,000	\$3,500
Annual Audit	\$3,600	\$0	\$3,600	\$3,600	\$4,200
Trustee Fees	\$5,000	\$3,717	\$0	\$3,717	\$5,000
Assessment Administration	\$5,000	\$5,000	\$0	\$5,000	\$5,000
Management Fees	\$35,000	\$17,500	\$17,500	\$35,000	\$36,050
Information Technology	\$1,800	\$300	\$300	\$600	\$1,800
Telephone	\$300	\$0	\$25	\$25	\$300
Postage	\$1,000	\$67	\$112	\$179	\$1,000
Travel Per Diem	\$660	\$0	\$106	\$106	\$660
Printing & Binding	\$1,000	\$55	\$233	\$288	\$1,000
Insurance	\$5,500	\$5,125	\$0	\$5,125	\$5,500
Legal Advertising	\$2,500	\$680	\$764	\$1,444	\$2,500
Other Current Charges	\$1,000	\$25	\$208	\$234	\$1,000
Office Supplies	\$625	\$21	\$60	\$82	\$625
Property Appraiser	\$500	\$0	\$278	\$278	\$500
Property Taxes	\$250	\$0	\$250	\$250	\$250
Dues, Licenses & Subscriptions	\$175	\$175	\$0	\$175	\$175
<b>Administrative Expenses</b>	<b>\$110,027</b>	<b>\$46,462</b>	<b>\$30,624</b>	<b>\$77,086</b>	<b>\$111,677</b>

# Windward

## Community Development District

### Fiscal Year 2021 General Fund

Description	Adopted Budget FY2020	Actual Thru 3/31/20	Projected Next 6 Months	Total Thru 9/30/20	Proposed Budget FY2021
<i>Operation &amp; Maintenance</i>					
Field Services	\$15,000	\$7,500	\$7,500	\$15,000	\$15,450
Facility Maintenance	\$0	\$3,000	\$3,000	\$6,000	\$12,000
Telephone	\$3,500	\$0	\$1,750	\$1,750	\$3,500
Electric	\$26,000	\$6,399	\$7,200	\$13,599	\$26,000
Water & Sewer	\$210,000	\$66,230	\$66,230	\$132,460	\$210,000
Security Building Maintenance	\$10,000	\$1,038	\$5,000	\$6,038	\$10,000
Landscape Maintenance	\$63,000	\$26,651	\$26,295	\$52,946	\$63,000
Landscape Contingency	\$25,000	\$5,084	\$5,084	\$10,168	\$25,000
Property Insurance	\$6,000	\$2,465	\$0	\$2,465	\$6,000
Fountain Maintenance	\$4,200	\$1,800	\$1,800	\$3,600	\$4,200
Lake Maintenance	\$6,000	\$0	\$3,000	\$3,000	\$6,000
Irrigation Repairs	\$4,000	\$0	\$2,000	\$2,000	\$4,000
Lighting Maintenance	\$2,500	\$0	\$1,250	\$1,250	\$2,500
Monument Maintenance	\$1,400	\$0	\$700	\$700	\$1,400
Roadway Maintenance	\$1,500	\$765	\$750	\$1,515	\$1,500
Contingency	\$5,000	\$83	\$2,500	\$2,583	\$5,000
<b>Operation &amp; Maintenance Expenses</b>	<b>\$383,100</b>	<b>\$121,016</b>	<b>\$134,059</b>	<b>\$255,074</b>	<b>\$395,550</b>
<b>Total Expenditures</b>	<b>\$493,127</b>	<b>\$167,478</b>	<b>\$164,682</b>	<b>\$332,160</b>	<b>\$507,227</b>
<b>Excess Revenues/(Expenditures)</b>	<b>\$0</b>	<b>\$166,872</b>	<b>(\$126,391)</b>	<b>\$40,481</b>	<b>\$0</b>

Net Assessment	\$312,227
Collection Cost (6%)	\$19,929
Gross Assessment	<u>\$332,156</u>

Per Unit Projected O&M (530 Units)	\$626.71
Per Unit Estimated Debt Gross	\$960.00
Total CDD Projected Annual Assessments	<u>\$1,586.71</u>

# **Windward**

## **Community Development District**

### GENERAL FUND BUDGET

#### **REVENUES:**

##### *Special Assessments*

The District will 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.

##### *Deficit Funding*

The District will enter into a Deficit Funding Agreement with the Developer to fund any General Fund expenditures remaining once all assessment funds have been utilized.

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#### **EXPENDITURES:**

##### **Administrative:**

##### *Supervisor Fees*

Chapter 190, Florida Statutes, allows for each Board member to received \$200 per meeting, not to exceed \$4,800 per year paid to each Supervisor for the time devoted to District business and meetings. The District anticipates 12 meetings per year, with 2 Board members receiving payment for their attendance at each meeting.

##### *FICA Expense*

Represents the Employer's share of Social Security and Medicare taxes withheld from the Board of Supervisor checks.

##### *Engineering*

The District's engineer will be providing general engineering services to the District, e.g. attendance and preparation for monthly board meetings, review of invoices and requisitions, preparation and review of contract specifications and bid documents, and various projects assigned as directed by the Board of Supervisors and the District Manager.

##### *Attorney*

The District's legal counsel will be providing general legal services to the District, e.g. attendance and preparation for monthly meetings, preparation and review of agreements and resolutions, and other research assigned as directed by the Board of Supervisors and the District Manager.



# **Windward**

## **Community Development District**

### GENERAL FUND BUDGET

#### Arbitrage

The District will contract with an independent certified public accountant to annually calculate the District's Arbitrage Rebate Liability on the Series 2018A-1 & 2018A-2 Special Assessment Revenue Bonds.

#### Dissemination

The District is required by the Security and Exchange Commission to comply with Rule 15c2-12(b)(5) which relates to additional reporting requirements for unrated bond issues.

#### Annual Audit

The District is required by Florida Statutes to arrange for an independent audit of its financial records on an annual basis. The District has contracted with Grau & Associates.

#### Trustee Fees

The District will pay annual trustee fees for the Series 2018A-1 & 2018A-2 Special Assessment Revenue Bonds that are deposited with a Trustee at USBank.

#### Assessment Administration

The District has contracted with Governmental Management Services-CF, LLC to levy and administer the collection of non-ad valorem assessment on all assessable property within the District.

#### Management Fees

The District has contracted with Governmental Management Services-Central Florida, LLC to provide Management, Accounting and Recording Secretary Services for the District. The services include, but not limited to, recording and transcription of board meetings, budget preparation, all financial reporting, annual audit, etc.

#### Information Technology

Represents costs related to District's accounting and information systems, District's website creation and maintenance, electronic compliance with Florida Statutes and other electronic data requirements.

#### Telephone

Telephone and fax machine.

#### Postage

The District incurs charges for mailing of agenda packages, overnight deliveries, checks for vendors and other required correspondence.

# **Windward**

## **Community Development District**

### GENERAL FUND BUDGET

#### Travel Per Diem

The Board of Supervisors can be reimbursed for travel expenditures related to the conducting of District business.

#### Printing & Binding

Printing and Binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes etc.

#### Insurance

The District's general liability and public officials liability insurance coverage is provided by Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to governmental agencies.

#### Legal Advertising

The District is required to advertise various notices for monthly Board meetings, public hearings, etc in a newspaper of general circulation.

#### Other Current Charges

Represents any miscellaneous expenses incurred during the fiscal year such as bank fees, deposit slips, stop payments, etc.

#### Office Supplies

The District incurs charges for office supplies that need to be purchased during the fiscal year.

#### Property Appraiser

Represents a fee charged by Osceola County Property Appraiser's office for assessment administration services.

#### Property Taxes

Represents a fee charged by the Osceola County Tax Collector's Office for all assessable property within the District.

#### Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Florida Department of Economic Opportunity for \$175. This is the only expense under this category for the District.

# Windward

## Community Development District

GENERAL FUND BUDGET

**Field:**

Field Services

Provide onsite field management of contracts for the District such as landscape and lake maintenance. Services to include bimonthly onsite inspections, meetings with contractors, monitoring of utility accounts, attend Board meetings and receive and respond to property owner phone calls and emails.

Telephone

Represents estimated costs for telephone services to the guardhouse.

Electric

Represents estimated costs for electrical accounts with Duke Energy for entrance lighting, irrigation meters and other District areas.

Water & Sewer

Represents estimated costs for water & sewer services with Toho Water Authority for fountain, guardhouse, irrigation meters and other District areas.

Security Building Maintenance

Represents estimated costs for any repairs and maintenance to the guardhouse.

Landscape Maintenance

The District will maintain the landscaping within the common areas of the District after installation of landscape material has been completed. The District has contracted with Down to Earth Lawncare II, Inc. for this service.

Description	Monthly	Annual
Landscape Maintenance	\$4,255	\$51,057
Contingency - Future Areas		\$11,943
<b>Total</b>		<b>\$63,000</b>

Landscape Contingency

Represents estimated costs for any additional landscape expenses not covered under the monthly landscape maintenance contract.

# Windward Community Development District

GENERAL FUND BUDGET

## Property Insurance

Represents estimated costs for the annual coverage of property insurance. Coverage will be provided by Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to governmental agencies.

## Fountain Maintenance

The District will schedule the regularly cleaning and treatment of the fountain maintained by the District. The District will be contracting with Grunit Pool Contractors.

Description	Monthly	Annual
Fountain Maintenance	\$350	\$4,200
<b>Total</b>		<b>\$4,200</b>

## Lake Maintenance

Represents estimated costs for the maintenance of any ponds and lakes located within the District.

## Irrigation Repairs

Represents estimated costs for any repairs to the irrigation system.

## Lighting Maintenance

Represents estimated repair and maintenance cost to all lighting fixtures maintained by the District.

## Monument Maintenance

Represents estimated costs for any repairs to monuments within the District.

## Roadway Maintenance

Represents estimated costs for any sidewalk or roadway maintenance for areas maintained by the District.

## Contingency

Represents any additional field expense that may not have been provided for in the budget.

# Windward

## Community Development District

### Fiscal Year 2021 Debt Service Fund

Adopted Budget FY2020	Actual Thru 3/31/20	Projected Next 6 Months	Total Thru 9/30/20	Proposed Budget FY2021
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#### Revenues

Special Assessments - 2018 A1	\$243,648	\$242,758	\$890	\$243,648	\$243,648
Interest Income	\$500	\$153	\$153	\$306	\$500
Carry Forward Surplus	\$97,622	\$98,561	\$0	\$98,561	\$98,299 *
<b>Total Revenues</b>	<b>\$341,770</b>	<b>\$341,472</b>	<b>\$1,043</b>	<b>\$342,515</b>	<b>\$342,447</b>

#### Expenses

##### Series 2018A-1

Interest - 11/1	\$97,108	\$97,108	\$0	\$97,108	\$95,983
Principal - 5/1	\$50,000	\$0	\$50,000	\$50,000	\$50,000
Interest - 5/1	\$97,108	\$0	\$97,108	\$97,108	\$95,983
<b>Total Expenditures</b>	<b>\$244,216</b>	<b>\$97,108</b>	<b>\$147,108</b>	<b>\$244,216</b>	<b>\$241,965</b>

<b>Excess Revenues/(Expenditures)</b>	<b>\$97,554</b>	<b>\$244,364</b>	<b>(\$146,065)</b>	<b>\$98,299</b>	<b>\$100,482</b>
---------------------------------------	-----------------	------------------	--------------------	-----------------	------------------

\*Carry forward less amount in Reserve funds.

##### Series 2018A-1

Interest - 11/1/2021	\$94,858
<b>Total</b>	<b>\$94,858</b>

	<u>Series 2018A-1</u>
Net Assessment	\$243,648
Collection Cost (6%)	\$15,552
<b>Gross Assessment</b>	<b>\$259,200</b>

<b>Series 2018A-1</b>				
Property Type	Platted Units	Gross Per Unit	Gross Total	Net Total
Single Family 45'	33	\$960	\$31,680	\$29,779
Single Family 50'	161	\$960	\$154,560	\$145,286
Duplex	76	\$960	\$72,960	\$68,582
<b>Total</b>	<b>270</b>		<b>\$259,200</b>	<b>\$243,648</b>

**Windward Community Development District  
Series 2018A-1, Special Assessment Revenue Bonds  
(Term Bonds Combined)**

**Amortization Schedule**

<b>Date</b>	<b>Balance</b>	<b>Principal</b>	<b>Interest</b>	<b>Annual</b>
11/1/20	\$ 3,410,000	\$ -	\$ 95,983	\$ 243,090
5/1/21	\$ 3,410,000	\$ 50,000	\$ 95,983	\$ -
11/1/21	\$ 3,360,000	\$ -	\$ 94,858	\$ 240,840
5/1/22	\$ 3,360,000	\$ 50,000	\$ 94,858	\$ -
11/1/22	\$ 3,310,000	\$ -	\$ 93,733	\$ 238,590
5/1/23	\$ 3,310,000	\$ 55,000	\$ 93,733	\$ -
11/1/23	\$ 3,255,000	\$ -	\$ 92,495	\$ 241,228
5/1/24	\$ 3,255,000	\$ 60,000	\$ 92,495	\$ -
11/1/24	\$ 3,195,000	\$ -	\$ 90,965	\$ 243,460
5/1/25	\$ 3,195,000	\$ 60,000	\$ 90,965	\$ -
11/1/25	\$ 3,135,000	\$ -	\$ 89,435	\$ 240,400
5/1/26	\$ 3,135,000	\$ 65,000	\$ 89,435	\$ -
11/1/26	\$ 3,070,000	\$ -	\$ 87,778	\$ 242,213
5/1/27	\$ 3,070,000	\$ 65,000	\$ 87,778	\$ -
11/1/27	\$ 3,005,000	\$ -	\$ 86,120	\$ 238,898
5/1/28	\$ 3,005,000	\$ 70,000	\$ 86,120	\$ -
11/1/28	\$ 2,935,000	\$ -	\$ 84,335	\$ 240,455
5/1/29	\$ 2,935,000	\$ 75,000	\$ 84,335	\$ -
11/1/29	\$ 2,860,000	\$ -	\$ 82,423	\$ 241,758
5/1/30	\$ 2,860,000	\$ 80,000	\$ 82,423	\$ -
11/1/30	\$ 2,780,000	\$ -	\$ 80,143	\$ 242,565
5/1/31	\$ 2,780,000	\$ 85,000	\$ 80,143	\$ -
11/1/31	\$ 2,695,000	\$ -	\$ 77,720	\$ 242,863
5/1/32	\$ 2,695,000	\$ 90,000	\$ 77,720	\$ -
11/1/32	\$ 2,605,000	\$ -	\$ 75,155	\$ 242,875
5/1/33	\$ 2,605,000	\$ 95,000	\$ 75,155	\$ -
11/1/33	\$ 2,510,000	\$ -	\$ 72,448	\$ 242,603
5/1/34	\$ 2,510,000	\$ 100,000	\$ 72,448	\$ -
11/1/34	\$ 2,410,000	\$ -	\$ 69,598	\$ 242,045
5/1/35	\$ 2,410,000	\$ 105,000	\$ 69,598	\$ -
11/1/35	\$ 2,305,000	\$ -	\$ 66,605	\$ 241,203
5/1/36	\$ 2,305,000	\$ 110,000	\$ 66,605	\$ -
11/1/36	\$ 2,195,000	\$ -	\$ 63,470	\$ 240,075
5/1/37	\$ 2,195,000	\$ 115,000	\$ 63,470	\$ -
11/1/37	\$ 2,080,000	\$ -	\$ 60,193	\$ 238,663
5/1/38	\$ 2,080,000	\$ 125,000	\$ 60,193	\$ -
11/1/38	\$ 1,955,000	\$ -	\$ 56,630	\$ 241,823
5/1/39	\$ 1,955,000	\$ 130,000	\$ 56,630	\$ -
11/1/39	\$ 1,825,000	\$ -	\$ 52,925	\$ 239,555

**Windward Community Development District  
Series 2018A-1, Special Assessment Revenue Bonds  
(Term Bonds Combined)**

**Amortization Schedule**

<b>Date</b>	<b>Balance</b>	<b>Principal</b>	<b>Interest</b>	<b>Annual</b>
5/1/40	\$ 1,825,000	\$ 140,000	\$ 52,925	\$ -
11/1/40	\$ 1,685,000	\$ -	\$ 48,865	\$ 241,790
5/1/41	\$ 1,685,000	\$ 145,000	\$ 48,865	\$ -
11/1/41	\$ 1,540,000	\$ -	\$ 44,660	\$ 238,525
5/1/42	\$ 1,540,000	\$ 155,000	\$ 44,660	\$ -
11/1/42	\$ 1,385,000	\$ -	\$ 40,165	\$ 239,825
5/1/43	\$ 1,385,000	\$ 165,000	\$ 40,165	\$ -
11/1/43	\$ 1,220,000	\$ -	\$ 35,380	\$ 240,545
5/1/44	\$ 1,220,000	\$ 175,000	\$ 35,380	\$ -
11/1/44	\$ 1,045,000	\$ -	\$ 30,305	\$ 240,685
5/1/45	\$ 1,045,000	\$ 185,000	\$ 30,305	\$ -
11/1/45	\$ 860,000	\$ -	\$ 24,940	\$ 240,245
5/1/46	\$ 860,000	\$ 195,000	\$ 24,940	\$ -
11/1/46	\$ 665,000	\$ -	\$ 19,285	\$ 239,225
5/1/47	\$ 665,000	\$ 210,000	\$ 19,285	\$ -
11/1/47	\$ 455,000	\$ -	\$ 13,195	\$ 242,480
5/1/48	\$ 455,000	\$ 220,000	\$ 13,195	\$ -
11/1/48	\$ 235,000	\$ -	\$ 6,815	\$ 240,010
5/1/49	\$ 235,000	\$ 235,000	\$ 6,815	\$ 241,815
<b>Totals</b>		<b>\$ 3,460,000</b>	<b>\$ 3,949,452</b>	<b>\$ 7,409,452</b>

# Windward

## Community Development District

### Fiscal Year 2021 Debt Service Fund

Adopted Budget FY2020	Actual Thru 3/31/20	Projected Next 6 Months	Total Thru 9/30/20	Proposed Budget FY2021
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#### Revenues

Special Assessments - 2018 A2	\$204,670	\$0	\$171,696	\$171,696	\$160,660
Assessments - Prepayment	\$0	\$615,879	\$0	\$615,879	\$0
Interest Income	\$500	\$314	\$314	\$627	\$500
Carry Forward Surplus	\$436,730	\$454,661	\$0	\$454,661	\$81,093 *

<b>Total Revenues</b>	<b>\$641,900</b>	<b>\$1,070,853</b>	<b>\$172,010</b>	<b>\$1,242,863</b>	<b>\$242,253</b>
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#### Expenses

##### Series 2018A-2

Special Call - 11/1	\$315,000	\$330,000	\$0	\$330,000	\$0
Interest - 11/1	\$108,025	\$108,025	\$0	\$108,025	\$80,330
Special Call - 2/1	\$0	\$200,000	\$0	\$200,000	\$0
Interest - 2/1	\$0	\$2,900	\$0	\$2,900	\$0
Interest - 5/1	\$98,890	\$0	\$92,655	\$92,655	\$80,330
Special Call - 5/1	\$0	\$0	\$205,000	\$205,000	\$0
Special Call - 8/1	\$0	\$0	\$220,000	\$220,000	\$0
Interest - 8/1	\$0	\$0	\$3,190	\$3,190	\$0

<b>Total Expenditures</b>	<b>\$521,915</b>	<b>\$640,925</b>	<b>\$520,845</b>	<b>\$1,161,770</b>	<b>\$160,660</b>
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<b>Excess Revenues/(Expenditures)</b>	<b>\$119,985</b>	<b>\$429,928</b>	<b>(\$348,835)</b>	<b>\$81,093</b>	<b>\$81,593</b>
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\*Carry forward less amount in Reserve funds.

<b>Series 2018A-2</b>	
Interest - 11/1/2021	<u>\$80,330</u>
<b>Total</b>	<u><u>\$80,330</u></u>



**Windward Community Development District**  
**Series 2018A-2, Special Assessment Revenue Bonds**  
**(Term Bonds Due 11/1/2029)**

**Amortization Schedule**

<b>Date</b>	<b>Balance</b>	<b>Coupon</b>	<b>Principal</b>	<b>Interest</b>	<b>Annual</b>
11/1/20	\$ 2,770,000	5.800%	\$ -	\$ 80,330	\$ 80,330
5/1/21	\$ 2,770,000	5.800%	\$ -	\$ 80,330	\$ -
11/1/21	\$ 2,770,000	5.800%	\$ -	\$ 80,330	\$ 160,660
5/1/22	\$ 2,770,000	5.800%	\$ -	\$ 80,330	\$ -
11/1/22	\$ 2,770,000	5.800%	\$ -	\$ 80,330	\$ 160,660
5/1/23	\$ 2,770,000	5.800%	\$ -	\$ 80,330	\$ -
11/1/23	\$ 2,770,000	5.800%	\$ -	\$ 80,330	\$ 160,660
5/1/24	\$ 2,770,000	5.800%	\$ -	\$ 80,330	\$ -
11/1/24	\$ 2,770,000	5.800%	\$ -	\$ 80,330	\$ 160,660
5/1/25	\$ 2,770,000	5.800%	\$ -	\$ 80,330	\$ -
11/1/25	\$ 2,770,000	5.800%	\$ -	\$ 80,330	\$ 160,660
5/1/26	\$ 2,770,000	5.800%	\$ -	\$ 80,330	\$ -
11/1/26	\$ 2,770,000	5.800%	\$ -	\$ 80,330	\$ 160,660
5/1/27	\$ 2,770,000	5.800%	\$ -	\$ 80,330	\$ -
11/1/27	\$ 2,770,000	5.800%	\$ -	\$ 80,330	\$ 160,660
5/1/28	\$ 2,770,000	5.800%	\$ -	\$ 80,330	\$ -
11/1/28	\$ 2,770,000	5.800%	\$ -	\$ 80,330	\$ 160,660
5/1/29	\$ 2,770,000	5.800%	\$ -	\$ 80,330	\$ -
11/1/29	\$ 2,770,000	5.800%	\$ 2,770,000	\$ 80,330	\$ 2,930,660
<b>Totals</b>			\$ 2,770,000	\$ 1,526,270	\$ 4,296,270

## SECTION VI

## SECTION C

# SECTION 1

# Windward

## Community Development District

### Summary of Check Register

February 11, 2020 through March 31, 2020

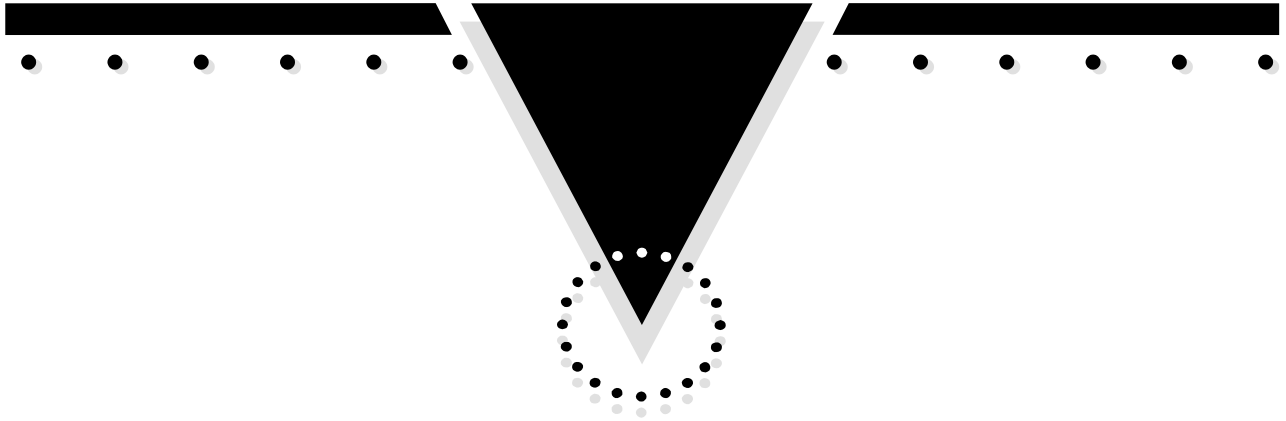
Fund	Date	Check No.'s	Amount
General Fund	2/12/20	229	\$ 4,568.89
	2/13/20	230 - 232	\$ 6,101.93
	2/18/20	233	\$ 4,382.43
	2/25/20	234	\$ 2,671.75
	3/13/20	235	\$ 4,528.81
	3/19/20	236 - 238	\$ 9,422.18
			<hr/> \$ 31,675.99
			<hr/>
			\$ 31,675.99

CHECK DATE	VEND#	.....INVOICE..... DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT	#
2/12/20	00001	2/01/20	68	202002	310-51300-34000					*	2,916.67		
			MANAGEMENT FEES - FEB20										
		2/01/20	68	202002	310-51300-35100					*	50.00		
			INFO TECH - FEB20										
		2/01/20	68	202002	310-51300-31300					*	291.67		
			DISSEMINATION - FEB20										
		2/01/20	68	202002	310-51300-51000					*	.36		
			OFFICE SUPPLIES										
		2/01/20	68	202002	310-51300-42000					*	6.00		
			POSTAGE										
		2/01/20	68	202002	310-51300-42500					*	5.85		
			COPIES										
		2/01/20	69	202002	320-53800-12000					*	1,250.00		
			FIELD MANAGEMENT - FEB20										
		2/01/20	69	202002	320-53800-47000					*	48.34		
			ACE-FUSE STOP SIGN										
									GOVERNMENTAL MANAGEMENT SERVICES-CF			4,568.89	000229
2/13/20	00008	1/31/20	57538	202001	320-53800-46800					*	2,542.00		
			INSTALL FERTILIZER/FUNGI										
									DOWN TO EARTH LAWN CARE			2,542.00	000230
2/13/20	00001	1/01/20	65	202001	310-51300-34000					*	2,916.67		
			JAN 20 - MGMT FEES										
		1/01/20	65	202001	310-51300-35100					*	50.00		
			JAN 20 - INFO TECH										
		1/01/20	65	202001	310-51300-31300					*	291.67		
			JAN 20 - DISSEMINATION										
		1/01/20	65	202001	310-51300-51000					*	.09		
			JAN 20 - OFFICE SUPPLIES										
		1/01/20	65	202001	310-51300-42000					*	1.50		
			JAN 20 - POSTAGE										
									GOVERNMENTAL MANAGEMENT SERVICES-CF			3,259.93	000231
2/13/20	00012	2/01/20	1349	202002	320-53800-46900					*	300.00		
			FOUNTAIN SERVICE-FEB20										
									GRUNIT POOL SVCS			300.00	000232
2/18/20	00008	2/10/20	57665	202002	320-53800-46800					*	3,261.67		
			LANDSCAPE MAINT-FEB20										
		2/10/20	57665	202002	320-53800-46800					*	1,120.76		
			PHASE3A-CLBHS RDWAY-FEB20										
									DOWN TO EARTH LAWN CARE			4,382.43	000233
2/25/20	00023	2/18/20	021820	202002	300-20700-10000					*	2,671.75		
			TRANSFER TAX RCPT-S2018										
									WINDWARD CDD			2,671.75	000234
									WWRD --WINDWARD--				
									MBYINGTON				

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
3/13/20	00001	3/01/20	70 202003 310-51300-34000 MANAGEMENT FEES - MAR20		*	2,916.67	
		3/01/20	70 202003 310-51300-35100 INFO TECH - MAR20		*	50.00	
		3/01/20	70 202003 310-51300-31300 DISSEMINATION - MAR20		*	291.67	
		3/01/20	70 202003 310-51300-51000 OFFICE SUPPLIES		*	.42	
		3/01/20	70 202003 310-51300-42000 POSTAGE		*	4.00	
		3/01/20	70 202003 310-51300-42500 COPIES		*	16.05	
		3/01/20	71 202003 320-53800-12000 FIELD MANAGEMENT - MAR20		*	1,250.00	
GOVERNMENTAL MANAGEMENT SERVICES-CF							4,528.81 000235
3/19/20	00008	3/10/20	59956 202003 320-53800-46800 LANDSCAPE MAINT-MAR20		*	3,261.67	
		3/10/20	59956 202003 320-53800-46800 PHASE 3A-CLBHSRDWAY-MAR20		*	1,120.76	
DOWN TO EARTH LAWN CARE							4,382.43 000236
3/19/20	00002	2/20/20	89933 202002 310-51300-31500 EXPANSION/MTG/PREP		*	876.00	
LATHAM, LUNA, EDEN & BEAUDINE, LLP							876.00 000237
3/19/20	00013	12/19/19	18-021(2 201912 310-51300-31500 ENGINEER SRV THRU NOV19		*	3,320.00	
		2/24/20	18-021(2 202002 310-51300-31500 ENGINEER SRV THRU JAN20		*	843.75	
POULOS & BENNETT							4,163.75 000238
TOTAL FOR BANK A						31,675.99	
TOTAL FOR REGISTER						31,675.99	

## SECTION 2





**Windward**  
**Community Development District**

**Unaudited Financial Reporting**

**March 31, 2020**



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**WINDWARD**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**COMBINED BALANCE SHEET**  
**March 31, 2020**

	<b>GENERAL FUND</b>	<b>DEBT SERVICE FUND</b>	<b>CAPITAL PROJECTS FUND</b>	<b>TOTALS</b>
<b><u>ASSETS:</u></b>				
CASH	\$198,339	---	---	\$198,339
<b><u>INVESTMENTS</u></b>				
SERIES 2018 A-1/A-2				
RESERVE A-1	---	\$121,730	---	\$121,730
RESERVE A-2	---	\$98,455	---	\$98,455
REVENUE	---	\$242,435	---	\$242,435
INTEREST A-1	---	\$0	---	\$0
INTEREST A-2	---	\$4,479	---	\$4,479
PREPAYMENT A-2	---	\$425,449	---	\$425,449
CONSTRUCTION	---	---	\$5,270	\$5,270
DUE FROM GENERAL FUND	---	\$675	\$1,230	\$1,905
DUE FROM OTHER	\$34,326	---	---	\$34,326
<b>TOTAL ASSETS</b>	<b>\$232,665</b>	<b>\$893,223</b>	<b>\$6,500</b>	<b>\$1,132,388</b>
<b><u>LIABILITIES:</u></b>				
ACCOUNTS PAYABLE	\$5,973	---	---	\$5,973
DUE TO DEBIT SERVICE FUND	\$675	---	---	\$675
DUE TO OTHER	\$1,230	---	---	\$1,230
<b><u>FUND BALANCES:</u></b>				
FUND BALANCES:				
RESTRICTED FOR DEBT 2018	---	\$893,223	---	\$893,223
RESTRICTED FOR CAPITAL PROJECTS 2018	---	---	\$6,500	\$6,500
UNASSIGNED	\$224,787	---	---	\$224,787
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$232,665</b>	<b>\$893,223</b>	<b>\$6,500</b>	<b>\$1,132,388</b>

# WINDWARD

## COMMUNITY DEVELOPMENT DISTRICT

### GENERAL FUND

#### Statement of Revenues, Expenditures and Changes in Fund Balance

For The Period Ending March 31, 2020

	ADOPTED BUDGET	PRORATED BUDGET THRU 03/31/20	ACTUAL THRU 03/31/20	VARIANCE
<b><u>REVENUES:</u></b>				
SPECIAL ASSESSMENTS	\$159,059	\$159,059	\$158,478	(\$581)
DIRECT ASSESSMENTS	\$162,945	\$114,876	\$114,876	\$0
DEFICIT FUNDING	\$171,123	\$60,996	\$60,996	\$0
<b>TOTAL REVENUES</b>	<b>\$493,127</b>	<b>\$334,931</b>	<b>\$334,349</b>	<b>(\$581)</b>
<b><u>EXPENDITURES:</u></b>				
<b><u>ADMINISTRATIVE:</u></b>				
SUPERVISORS FEES	\$4,800	\$2,400	\$600	\$1,800
FICA EXPENSE	\$367	\$184	\$46	\$138
ENGINEERING	\$12,000	\$6,000	\$2,673	\$3,327
ATTORNEY	\$25,000	\$12,500	\$8,226	\$4,274
ARBITRAGE	\$450	\$0	\$0	\$0
DISSEMINATION	\$3,500	\$1,750	\$2,250	(\$500)
ANNUAL AUDIT	\$3,600	\$0	\$0	\$0
TRUSTEE FEE	\$5,000	\$3,717	\$3,717	\$0
ASSESSMENT ADMINISTRATION	\$5,000	\$5,000	\$5,000	\$0
MANAGEMENT FEES	\$35,000	\$17,500	\$17,500	(\$0)
INFORMATION TECHNOLOGY	\$1,800	\$900	\$300	\$600
TELEPHONE	\$300	\$150	\$0	\$150
POSTAGE	\$1,000	\$500	\$67	\$433
INSURANCE	\$5,500	\$5,500	\$5,125	\$375
PRINTING & BINDING	\$1,000	\$500	\$55	\$445
LEGAL ADVERTISING	\$2,500	\$1,250	\$680	\$570
OTHER CURRENT CHARGES	\$1,000	\$500	\$25	\$475
OFFICE SUPPLIES	\$625	\$313	\$21	\$291
PROPERTY APPRAISER	\$500	\$0	\$0	\$0
PROPERTY TAXES	\$250	\$250	\$0	\$250
TRAVEL PER DIEM	\$660	\$330	\$0	\$330
DUES, LICENSES & SUBSCRIPTIONS	\$175	\$175	\$175	\$0
<b>TOTAL ADMINISTRATION</b>	<b>\$110,027</b>	<b>\$59,418</b>	<b>\$46,462</b>	<b>\$12,956</b>
<b><u>FIELD OPERATIONS:</u></b>				
FIELD SERVICES	\$15,000	\$7,500	\$7,500	\$0
FACILITY MAINTENANCE	\$0	\$0	\$3,000	(\$3,000)
TELEPHONE	\$3,500	\$1,750	\$0	\$1,750
ELECTRIC	\$26,000	\$13,000	\$6,399	\$6,601
WATER & SEWER	\$210,000	\$66,230	\$66,230	\$0
SECURITY BUILDING MAINTENANCE	\$10,000	\$5,000	\$1,038	\$3,962
LANDSCAPE MAINTENANCE	\$63,000	\$31,500	\$26,651	\$4,849
LANDSCAPE CONTINGENCY	\$25,000	\$12,500	\$5,084	\$7,416
PROPERTY INSURANCE	\$6,000	\$6,000	\$2,465	\$3,535
FOUNTAIN MAINTENANCE	\$4,200	\$2,100	\$1,800	\$300
LAKE MAINTENANCE	\$6,000	\$3,000	\$0	\$3,000
IRRIGATION REPAIRS	\$4,000	\$2,000	\$0	\$2,000
LIGHTING MAINTENANCE	\$2,500	\$1,250	\$0	\$1,250
MONUMENT MAINTENANCE	\$1,400	\$700	\$0	\$700
ROADWAY MAINTENANCE	\$1,500	\$750	\$765	(\$15)
MISC. CONTINGENCY	\$5,000	\$2,500	\$83	\$2,417
<b>TOTAL FIELD OPERATIONS</b>	<b>\$383,100</b>	<b>\$155,780</b>	<b>\$121,016</b>	<b>\$34,765</b>
<b>TOTAL EXPENDITURES</b>	<b>\$493,127</b>	<b>\$215,199</b>	<b>\$167,478</b>	<b>\$47,721</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$0</b>		<b>\$166,872</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$0</b>		<b>\$57,915</b>	
<b>FUND BALANCE - Ending</b>	<b>\$0</b>		<b>\$224,787</b>	

# WINDWARD

## COMMUNITY DEVELOPMENT DISTRICT

### DEBT SERVICE FUND

#### Series 2018

#### Statement of Revenues, Expenditures and Changes in Fund Balance

For The Period Ending March 31, 2020

	ADOPTED BUDGET	PRORATED BUDGET THRU 03/31/20	ACTUAL THRU 03/31/20	VARIANCE
<b><u>REVENUES:</u></b>				
SPECIAL ASSESSMENTS	\$252,117	\$242,758	\$242,758	\$0
ASSESSMENTS - DIRECT	\$196,202	\$0	\$0	\$0
ASSESSMENTS - PREPAYMENT	\$0	\$0	\$615,879	\$615,879
INTEREST	\$500	\$250	\$466	\$216
<b>TOTAL REVENUES</b>	<b>\$448,818</b>	<b>\$243,008</b>	<b>\$859,103</b>	<b>\$616,095</b>
<b><u>EXPENDITURES:</u></b>				
<b><u>Series 2018A-1</u></b>				
INTEREST - 11/01	\$97,108	\$97,108	\$97,108	\$0
PRINCIPAL - 05/01	\$50,000	\$0	\$0	\$0
INTEREST - 05/01	\$97,108	\$0	\$0	\$0
<b><u>Series 2018A-2</u></b>				
PRINCIPAL - 11/01	\$315,000	\$315,000	\$330,000	(\$15,000)
INTEREST - 11/01	\$108,025	\$108,025	\$108,025	\$0
INTEREST - 05/01	\$98,890	\$0	\$0	\$0
SPECIAL CALL - 2/01	\$0	\$0	\$200,000	(\$200,000)
INTEREST - 02/01	\$0	\$0	\$2,900	(\$2,900)
<b>TOTAL EXPENDITURES</b>	<b>\$766,131</b>	<b>\$520,133</b>	<b>\$738,033</b>	<b>(\$217,900)</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>(\$317,313)</b>		<b>\$121,071</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$534,352</b>		<b>\$772,152</b>	
<b>FUND BALANCE - Ending</b>	<b>\$217,039</b>		<b>\$893,223</b>	

# WINDWARD

## COMMUNITY DEVELOPMENT DISTRICT

### CAPITAL PROJECTS FUND

#### Series 2018

#### Statement of Revenues, Expenditures and Changes in Fund Balance

For The Period Ending March 31, 2020

	ADOPTED BUDGET	PRORATED BUDGET THRU 03/31/20	ACTUAL THRU 03/31/20	VARIANCE
<b><u>REVENUES:</u></b>				
INTEREST	\$0	\$0	\$4	\$4
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4</b>	<b>\$4</b>
<b><u>EXPENDITURES:</u></b>				
CAPITAL OUTLAY - CONSTRUCTION	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$0</b>		<b>\$4</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$0</b>		<b>\$6,496</b>	
<b>FUND BALANCE - Ending</b>	<b>\$0</b>		<b>\$6,500</b>	

**WINDWARD  
COMMUNITY DEVELOPMENT DISTRICT**

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
<b>REVENUES:</b>													
SPECIAL ASSESSMENTS	\$0	\$32,816	\$120,927	\$447	\$3,424	\$865	\$0	\$0	\$0	\$0	\$0	\$0	\$158,478
DIRECT ASSESSMENTS	\$0	\$0	\$76,584	\$0	\$0	\$38,292	\$0	\$0	\$0	\$0	\$0	\$0	\$114,876
DEVELOPER CONTRIBUTIONS	\$5,000	\$55,996	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$60,996
<b>TOTAL REVENUES</b>	<b>\$5,000</b>	<b>\$88,811</b>	<b>\$197,511</b>	<b>\$447</b>	<b>\$3,424</b>	<b>\$39,157</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$334,349</b>
<b>EXPENDITURES:</b>													
<b>ADMINISTRATIVE</b>													
SUPERVISOR FEES	\$0	\$0	\$200	\$0	\$400	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$600
FICA EXPENSE	\$0	\$0	\$15	\$0	\$31	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$46
ENGINEERING	\$0	\$0	\$0	\$0	\$2,338	\$336	\$0	\$0	\$0	\$0	\$0	\$0	\$2,673
ATTORNEY	\$47	\$3,041	\$3,419	\$0	\$1,720	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,226
ARBITRAGE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
DISSEMINATION	\$292	\$292	\$792	\$292	\$292	\$292	\$0	\$0	\$0	\$0	\$0	\$0	\$2,250
ANNUAL AUDIT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TRUSTEE FEE	\$0	\$0	\$3,717	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,717
ASSESSMENT ADMINISTRATION	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000
MANAGEMENT FEES	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$0	\$0	\$0	\$0	\$0	\$0	\$17,500
INFORMATION TECHNOLOGY	\$50	\$50	\$50	\$50	\$50	\$50	\$0	\$0	\$0	\$0	\$0	\$0	\$300
TELEPHONE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
POSTAGE	\$21	\$33	\$2	\$2	\$6	\$4	\$0	\$0	\$0	\$0	\$0	\$0	\$67
INSURANCE	\$5,125	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,125
PRINTING & BINDING	\$1	\$0	\$33	\$0	\$6	\$16	\$0	\$0	\$0	\$0	\$0	\$0	\$55
LEGAL ADVERTISING	\$680	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$680
OTHER CURRENT CHARGES	\$0	\$0	\$0	\$25	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25
OFFICE SUPPLIES	\$0	\$0	\$20	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$21
PROPERTY APPRAISER	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PROPERTY TAXES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TRAVEL PER DIEM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
DUES, LICENSES & SUBSCRIPTIONS	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
<b>FIELD OPERATIONS</b>													
FIELD SERVICES	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$0	\$0	\$0	\$0	\$0	\$0	\$7,500
FACILITY MAINTENANCE	\$500	\$500	\$500	\$500	\$500	\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$3,000
TELEPHONE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ELECTRIC	\$994	\$1,043	\$1,172	\$1,109	\$1,001	\$1,080	\$0	\$0	\$0	\$0	\$0	\$0	\$6,399
WATER & SEWER	\$7,143	\$13,965	\$7,724	\$19,474	\$8,173	\$9,751	\$0	\$0	\$0	\$0	\$0	\$0	\$66,230
SECURITY BUILDING MAINTENANCE	\$438	\$300	\$300	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,038
LANDSCAPE MAINTENANCE	\$4,255	\$4,867	\$4,382	\$4,382	\$4,382	\$4,382	\$0	\$0	\$0	\$0	\$0	\$0	\$26,651
LANDSCAPE CONTINGENCY	\$2,542	\$0	\$0	\$2,542	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,084
PROPERTY INSURANCE	\$2,465	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,465
FOUNTAIN MAINTENANCE	\$300	\$300	\$300	\$300	\$300	\$300	\$0	\$0	\$0	\$0	\$0	\$0	\$1,800
LAKE MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
IRRIGATION REPAIRS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LIGHTING MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
MONUMENT MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ROADWAY MAINTENANCE	\$765	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$765
MISC. CONTINGENCY	\$560	(\$525)	\$0	\$48	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$83
<b>TOTAL EXPENDITURES</b>	<b>\$35,519</b>	<b>\$28,033</b>	<b>\$26,792</b>	<b>\$32,891</b>	<b>\$23,365</b>	<b>\$20,878</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$167,478</b>
<b>Excess Revenues (Expenditures)</b>	<b>(\$30,519)</b>	<b>\$60,779</b>	<b>\$170,719</b>	<b>(\$32,444)</b>	<b>(\$19,942)</b>	<b>\$18,279</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$166,872</b>

**WINDWARD  
COMMUNITY DEVELOPMENT DISTRICT  
LONG TERM DEBT REPORT**

<b>SERIES 2018A-1, SPECIAL ASSESSMENT REVENUE BONDS</b>		
INTEREST RATES:	4.500%, 5.100%, 5.700%, 5.800%	
MATURITY DATE:	5/1/2049	
RESERVE FUND DEFINITION	50% MAXIMUM ANNUAL DEBT SERVICE	
RESERVE FUND REQUIREMENT	\$121,730	
RESERVE FUND BALANCE	\$121,730	
BONDS OUTSTANDING - 11/07/18		\$3,460,000
<b>CURRENT BONDS OUTSTANDING</b>		<b>\$3,460,000</b>

<b>SERIES 2018A-2, SPECIAL ASSESSMENT REVENUE BONDS</b>		
INTEREST RATES:	5.800%	
MATURITY DATE:	11/1/2029	
RESERVE FUND DEFINITION	50% MAXIMUM ANNUAL INTEREST	
RESERVE FUND REQUIREMENT	\$98,455	
RESERVE FUND BALANCE	\$98,455	
BONDS OUTSTANDING - 11/07/18		\$4,120,000
SPECIAL CALL - 05/01/19		(\$150,000)
SPECIAL CALL - 08/01/19		(\$245,000)
SPECIAL CALL - 11/01/19		(\$330,000)
SPECIAL CALL - 02/01/20		(\$200,000)
<b>CURRENT BONDS OUTSTANDING</b>		<b>\$3,195,000</b>



**WINDWARD  
COMMUNITY DEVELOPMENT DISTRICT**

Special Assessment Receipts

Fiscal Year 2020

**TOTAL ASSESSMENT LEVY**

Net Assessments	\$159,059.00	\$243,648.00	\$402,707.00
Gross Assessments	\$169,211.70	\$259,200.00	\$428,411.70

**ASSESSED THROUGH COUNTY**

39.50%	60.50%	100.00%
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DATE	DESCRIPTION	GROSS AMT	COMMISSIONS	DISC/PENALTY	INTEREST	NET RECEIPTS	O&M Portion	DSF Portion	Total
11/12/19	ACH	\$221.13	\$4.42	\$11.38	\$0.00	\$205.33	\$81.10	\$124.23	\$205.33
11/22/19	ACH	\$61,881.69	\$1,237.64	\$2,425.81	\$0.00	\$58,218.24	\$22,994.72	\$35,223.52	\$58,218.24
12/06/19	ACH	\$322,926.90	\$6,458.54	\$0.00	\$0.00	\$316,468.36	\$124,996.93	\$191,471.43	\$316,468.36
12/23/19	ACH	\$18,278.88	\$365.57	\$0.00	\$0.00	\$17,913.31	\$7,075.30	\$10,838.01	\$17,913.31
01/13/20	ACH	\$662.31	\$13.25	\$0.00	\$0.00	\$649.06	\$256.36	\$392.70	\$649.06
01/21/20	ACH	\$0.00	\$0.00	\$0.00	\$146.12	\$146.12	\$57.71	\$88.41	\$146.12
02/12/20	ACH	\$6,346.84	\$126.92	\$124.41	\$0.00	\$6,095.51	\$2,407.57	\$3,687.94	\$6,095.51
03/09/20	ACH	\$1,586.71	\$31.41	\$15.87	\$0.00	\$1,539.43	\$608.04	\$931.39	\$1,539.43
	Adjustment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$66,890.37)	\$66,890.37	\$0.00
	<b>TOTAL</b>	<b>\$411,904.46</b>	<b>\$8,237.75</b>	<b>\$2,577.47</b>	<b>\$146.12</b>	<b>\$401,235.36</b>	<b>\$91,587.37</b>	<b>\$309,647.99</b>	<b>\$401,235.36</b>

<b>101%</b>	<b>Gross Percent Collected</b>
<b>\$16,507.24</b>	<b>Balance Remaining to Collect</b>

K. Hovnanian at Mystic Dunes, LLC						
			Net Assessments	\$321,673.84	\$153,167.84	\$168,506.00
DATE RECEIVED	DUE DATE	CHECK NO.	NET ASSESSED	AMOUNT RECEIVED	GENERAL FUND	DEBT SERVICE FUND 2018
12/19/19	12/1/19	110031	\$76,583.92	\$76,583.92	\$76,583.92	-
3/1/20	2/1/20	3829196	\$38,291.96	\$38,291.96	\$38,291.96	-
4/20/20	4/1/20	352	\$88,176.00	\$88,176.00	-	\$88,176.00
	5/1/20		\$38,291.96			
	9/1/20		\$80,330.00			
			\$321,673.84	\$203,051.88	\$114,875.88	\$88,176.00

## SECTION 3



MARY JANE ARRINGTON  
OSCEOLA COUNTY SUPERVISOR OF ELECTIONS

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April 22, 2020

Ms. Lauren Vanderveer  
Recording Secretary  
Windward Community Development District  
219 E. Livingston St.  
Orlando, FL 32801

RE: Windward Community Development District – Registered Voters

Dear Ms. Vanderveer:

Thank you for your letter of April 15, 2020 requesting confirmation of the number of registered voters within the Windward Community Development District as of April 15, 2020.

The number of registered voters within the Windward CDD is 210 as of April 15, 2020.

If I can be of further assistance please contact me at 407.742.6000.

Respectfully yours,

A handwritten signature in blue ink that reads "Mary Jane Arrington".

Mary Jane Arrington  
Supervisor of Elections

RECEIVED

APR 29 2020

BY: \_\_\_\_\_

Vote  
Osceola