

Laurel Road Community Development District

3501 Quadrangle Boulevard, Suite 270, Orlando, FL 32817

Phone 407-723-5900; Fax 407-723-5901

<https://laurelroadcdd.com/>

The following is the agenda for the Board of Supervisors Meeting for the **Laurel Road Community Development District** scheduled to be held **Wednesday, July 10, 2024, at 12:30 PM located at 5800 Lakewood Ranch Blvd, Sarasota, FL 34240**. The following is the proposed agenda for this meeting.

Dial-In: 1-844-621-3956

Access Code: 2538 286 6774 #

<https://pfmtcdd.webex.com/meet/ripolly>

BOARD OF SUPERVISORS' MEETING AGENDA

Administrative Matters

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

1. Consent Agenda

1. Minutes of the June 12, 2024, Board of Supervisors' Meeting
2. Ratification of GeoPoint Phase 2 Fly Topo Proposal
3. Ratification of Aria Lift Station Upgrades Proposal
4. Ratification of Conduit Spools Proposal
5. Funding Request No. 151 - 154
6. Payment Authorizations Nos. 048 - 051
7. District Financial Statements

Business Matters

2. Review and Consideration of Landscape Inspection Proposal from Tyree Brown
3. Review and Consideration of RFQ Proposals for Engineering Services - Phase 2 (under separate cover)

Other Business

Staff Reports

District Counsel
District Engineer
District Manager

Supervisor Requests and Comments

Adjournment



**Laurel Road
Community Development District**

Minutes of the June 12, 2024, Board of
Supervisors' Meeting

MINUTES OF MEETING

**LAUREL ROAD COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS MEETING**

Wednesday, June 12, 2024, at 12:30 p.m.

**5800 Lakewood Ranch Blvd,
Sarasota, FL 34240**

Board Members present:

Pete Williams	Chairperson	
Janice Snow	Vice Chairperson	
John Blakley	Assistant Secretary	
John Leinaweaver	Assistant Secretary	
Dale Weidemiller	Assistant Secretary	(via phone)

Also present:

Vivian Carvalho	PFM Group Consulting – District Manager	
Venessa Ripoll	PFM Group Consulting – District Manager	(via phone)
Amanda Lane	PFM Group Consulting – District Accountant	(via phone)
Kwame Jackson	PFM Group Consulting – ADM	(via phone)
Tom Panaseny	Neal Communities – Developer	(via phone)
Jim Schier	Neal Communities – Developer	
John McKay	J.H. McKay, LLC	
Andy Richardson	Neal Land & Communities	(via phone)
Bobbi Claybrooke	District Engineer	(via phone)

FIRST ORDER OF BUSINESS

Administrative Matters

Roll Call

The Board of Supervisors’ Meeting for Laurel Road CDD was called to order at 12:31 p.m. Those in attendance are outlined above either in person or via speakerphone.

Public Comment Period

There were no public comments.

Consent Agenda

- 1. Minutes of the May 8, 2024, Board of Supervisors’ Meeting**

2. Ratification of FEDCO Communications and Utilities, LLC CO#1 Visterra Phase 1B
3. Ratification of Forsberg Construction, Inc. Phase 1B Irrigation Reclaim Repair
4. Ratification of Forsberg Construction, Inc. Phase 1B Earthwork
5. Ratification of Forsberg Construction, Inc. Amenities Non- Entry Grading Work
6. Ratification of Forsberg Construction, Inc. Phase 1B Final TO
7. Ratification of Forsberg Construction, Inc. Fiore Lift Station Upgrades
8. Ratification of Forsberg Construction, Inc. Stake-Out & Record Drawings for Amenity
9. Ratification of DEX Imaging Visterra Amenity Center Copier Equipment Leasing Agreement
10. Ratification of Maverick Building Solutions, Roundabout Signage
11. Ratification of Border Road Entrance Cleanup
12. Funding Request No. 146 – 150
13. Payment Authorizations Nos. 044 – 047
14. Ratification of Requisitions Nos. 122 - 134
15. District Financial Statements

ON MOTION by Mr. Weidemiller, seconded by Mr. Williams, with all in favor, the Board approved the agenda items 1 - 15.

SECOND ORDER OF BUSINESS

Business Matters

Review and Consideration of Revised Preliminary Budget for Fiscal Year 2025

Ms. Carvalho noted that the budget amount did not change, but the allocation did. The Preliminary Budget was approved by the Board last month. However, with the new allocation, the Board must approve the revised Preliminary Budget in order to proceed. This revised budget will be sent to the County Jurisdiction for their review.

Mr. Panaseny reviewed the new allocation between the multi-family and the Phase 2 off-roll unplatted lots. The multi-family lots went up and the Phase 2 off-roll unplatted lots went down. These unplatted lots pay administrative costs, field costs, and amenity costs. They do not pay for

the road maintenance for the multi-family lots. There were no other changes to the Preliminary Budget.

Ms. Carvalho stated this is still the Preliminary Budget and will be finalized at the Public Hearing. The total Preliminary Budget is \$692,251.67. There will be mail notices sent to all end-users and landowners within the district of this preliminary Budget.

ON MOTION by Mr. Weidemiller, seconded by Mr. Williams, with all in favor, the Board approved the Revised Preliminary Budget for Fiscal Year 2025.

Review and Consideration of Forsberg Construction, Inc Proposal for Phase 1B Amenity Non- Entry Roof Drains

Mr. Panaseney stated this proposal is for the roof drains at the Amenity Center. This could not be done until the building was more complete. It is able to be done now.

ON MOTION by Mr. Weidemiller, seconded by Mr. Leinaweaver, with all in favor, the Board approved the Forsberg Construction, Inc. Proposal for Phase 1B Amenity Non-Entry Roof Drains.

Review and Consideration of SignPro Studios Proposal for Vistera Entry Features Signage and Striping

The Board reviewed the proposal.

Ms. Snow stated there are three monuments: main entrance, rear entrance, and by the gate. This is the same vendor used for North River Ranch ISD and earlier projects within Vistera.

ON MOTION by Mr. Williams, seconded by Ms. Snow, with all in favor, the Board approved the SignPro Studios Proposal for Vistera Entry Features Signage and Striping.

Review and Consideration of Pre-Qualifying Contractors for the District Construction Projects

Mr. Panaseney stated this was a proposal to pre-qualify CRS Building Corporation and for their proposed work at the entry to Vistera. This had to go through a planning commission approval. This construction includes the monuments, brick pavers, and other miscellaneous amenities that will be placed at the entry ways to the Vistera community.

ON MOTION by Mr. Williams, seconded by Mr. Leinaweaver, with all in favor, the Board approved CRS Building Corporation as the Pre-qualifying Contractors for the District Construction Projects.

Review and Consideration of Proposal for Professional Engineering Services for Vistera Ph. 2

Mr. Panaseney stated this is for Vistera Phase 2, which is all single-family lots. This proposal is for design and permitting by Kimley Horn.

Mr. Williams asked who the current District Engineer was.

Ms. Carvalho confirmed that it was Bobbi Claybrooke with AM Engineering.

There was a discussion regarding the amount for this proposal.

The Board requested advertisement for RFQ for the engineering services in Phase 2. Kimley Horn can also resubmit a proposal at that time. PFM will be responsible for placing the advertisement. These proposals will be further reviewed and considered at the July Board Meeting.

THIRD ORDER OF BUSINESS

Other Business

Staff Reports

District Counsel – Not present.

District Engineer – The first round of pre-qualify contractors has expired. This needs a new advertisement.

District Manager – Ms. Carvalho stated there is a Designation of Public Records document included in the packet given to the Board. This document lists Ms. Carvalho

as the Custodian of Public Records for the District and the District's Records Management Liaison Officer. Ms. Carvalho reminded the Board that the next meeting is scheduled for July 10, 2024, at the same location, and August is the Budget Public Hearing.

Audience Comments and Supervisor Requests

There were no requests at this time.

FOURTH ORDER OF BUSINESS

Adjournment

There were no other questions or comments.

Ms. Carvalho called for a motion.

ON MOTION by Mr. Williams, seconded by Mr. Blakely, with all in favor, the June 12, 2024, Board of Supervisors' Meeting for the Laurel Road Community Development District was adjourned at 12:47 p.m.

Secretary / Assistant Secretary

Chairperson / Vice Chairperson

**Laurel Road
Community Development District**

Ratification of GeoPoint Phase 2 Fly Topo
Proposal



PROPOSAL/AUTHORIZATION FOR WORK

To: Laurel Road Community Development District
5824 Lakewood Ranch Boulevard
Sarasota, Florida 34240

Date: June 13, 2024

Attn: Andy Richardson

VISCDDP2 - Survey


Re: Vistera, Phase 2

We hereby propose to do the following work:


Task	Description:	Lump Sum
1	Fly Topo and Prepare Exhibit (Calc Volume (CU Yards Of 2 Stockpiles))	\$5,500

All work herein is subject to the conditions described in Exhibit "A" attached herewith and made a part of this "Authorization for Work". This proposal is valid for 30 days from today, June 13th, 2024.

GeoPoint Surveying, Inc.

By: 
Justin Brantley P.S.M.
Vice President, Owner

ACCEPTANCE: Laurel Road
Community Development District

By: 
(Authorized Signature)

Date: 6/13/24
P. Williams
(Print Name & Title)

Please return one signed copy to: proposals@geopointsurvey.com

File Name: J:\Vistera\Contracts\Nealland\Phase 2 Fly Topo & Prepare Exhibit nh.JOB 06.13.2024

Attachment "A" Terms and Conditions

All fees stated in this Contract shall be payable in full, in monthly installments, based on the percentage of work completed in that month, as mutually agreed upon, or, if appropriate, on an hourly basis at GeoPoint Surveying, Inc.'s prevailing hourly rates, subject to any agreed upon limits.

In addition to the fees in this Contract, we charge all out-of-pocket expenses such as photocopying, long distance telephone calls, postage, etc. These expenses will be charged to the Client at GeoPoint Surveying, Inc.'s cost.

Work will be billed on the 20th of each month under the terms of this Contract or upon completion, and GeoPoint Surveying, Inc. shall expect payment by the tenth of the following month. Client shall pay the invoice and statement in accordance with the terms of this Contract and the terms of said statement and invoice. If Client fails to make any payment due GeoPoint Surveying, Inc. for services within 30 days of the invoice date, the amount(s) due shall accrue interest at the rate of 1 ½ percent per annum, and shall be calculated from the first day that the payment is deemed late pursuant to this Section.

In the event this Contract is terminated prior to completion, GeoPoint Surveying, Inc. shall be entitled to payment for services performed as of the date of termination, plus all out-of-pocket expenses.

Client shall indemnify, defend and hold harmless GeoPoint Surveying, Inc., from and against any claims, liabilities, damages, penalties and/or costs (including, without limitation, reasonable attorney's fees and expenses) GeoPoint Surveying, Inc., may incur as a result of claims in any form by third parties (including, without limitation, governmental agencies and departments) relating to or arising out of this Contract, except to the extent such claims arise from the gross negligence or intentional misconduct of GeoPoint Surveying, Inc.

The prevailing party in any litigation between the parties relating to or arising out of this Contract (including, without limitation, trial, appellate and bankruptcy proceedings) shall recover its reasonable attorney's fees and costs from the non-prevailing party.

The Client, upon executing this Contract authorizes the work described within the Scope of Services Section of this Contract and does so on behalf of the owner of the subject property, and warrants that the Client has authority to sign the Contract.

All documents, including but not limited to drawings, reports, and electronic data which have been or will be prepared, designed, written or developed by GeoPoint Surveying, Inc., in any form or fashion while rendering services to Client or that pertain to the work performed under this Contract (the "**Documents**") are the sole property of GeoPoint Surveying, Inc. Client may not use or modify such Documents on other projects or extensions of this project without the prior written approval of GeoPoint Surveying, Inc. Client agrees that GeoPoint Surveying, Inc. shall be considered the author of the Documents for all purposes and the owner of all the rights comprised in the undivided copyright (and all reissues, renewals and extensions thereof) in and to the Documents and of any and all corresponding intellectual property rights. Notwithstanding any provision in this Contract to the contrary, in the event of a default by Client including, without limitation, any failure to pay amounts due within 30 days of invoice date, GeoPoint Surveying, Inc., shall be entitled to exclusive possession of any and all of the Documents prepared pursuant to this Contract and Client shall have no rights in the Documents.

Attachment "A"

Terms and Conditions

This Contract and the rights of the signers under this Contract shall be governed by the laws of the State of Florida, without reference to the choice of law principles thereof. The exclusive venue for all actions to enforce or interpret the provisions of this Contract will be courts of the State of Florida or of the United States having jurisdiction over Hillsborough County, Florida. All parties irrevocably waive any objection they may have to the laying of venue of any suit, action or proceeding arising out of or relating hereto brought in any such court, irrevocably waives any claim that any such suit, action or proceeding so brought has been brought in an inconvenient forum, and further waives the right to object that such court does not have jurisdiction over such party.

Your acceptance of this proposal shall constitute a Contract between the Client and GeoPoint Surveying, Inc.

Client agrees not to assign this Contract or any part hereof without the prior written consent of GeoPoint Surveying, Inc. which consent may be withheld by GeoPoint Surveying, Inc. for any reason it deems appropriate in its sole discretion. GeoPoint Surveying, Inc. may assign or transfer this Contract or any of its rights or obligations hereunder without the prior written consent of Client. This Contract shall be binding upon and shall inure to the benefit of the parties and their respective successors and assigns.

Each provision of this Contract will be interpreted in such manner as to be effective and valid under applicable law, but if any provision of this Contract is held to be prohibited by or invalid under applicable law, such provision will be ineffective only to the extent of such prohibition or invalidity, without invalidating the remainder of this Contract.

GeoPoint Surveying, Inc., in furnishing the services under this Contract, is acting only as an independent contractor and shall have the exclusive control of the manner and means of performing the work contracted for hereunder. GeoPoint Surveying, Inc. does not undertake by this Contract or otherwise to perform any obligations of Client, whether regulatory or contractual, or to assume any responsibility for Client's business or operations. Nothing contained in this Contract shall be construed to create a joint venture or partnership between the parties.

The exhibits and other attachments to this Contract are hereby incorporated by reference and made part hereof. This Contract constitutes the entire understanding of the parties with respect to the subject matter hereof and there are no restrictions, warranties, covenants or undertakings other than those expressly set forth or referred to herein. This Contract may not be modified or amended except by an instrument in writing signed by the party against whom enforcement of any such modification or amendment is sought.

The waiver by either of the parties of breach or violation of any provision of this Contract shall not operate as, or be construed to be, a waiver of any subsequent breach of the same or other provisions hereof.

**Laurel Road
Community Development District**

Ratification of Aria Lift Station Upgrades
Proposal

**Laurel Road
Community Development District**

Ratification of Conduit Spools Proposal

**Laurel Road
Community Development District**

Funding Request No. 151 - 154

LAUREL ROAD COMMUNITY DEVELOPMENT DISTRICT

Funding Requests Nos. 151 - 154

FR #	Description	Amount	Total
151	AM Engineering	\$ 6,738.94	
	BKS Partners	\$ 1,521.00	
	Forsberg Construction	\$ 7,946.00	
			\$16,205.94
152	BKS Partners	\$ 34,212.00	
	Maverick Building Solutions	\$ 10,419.00	
		\$ 1,100.00	
			\$45,731.00
153	Maverick Building Solutions	\$ 6,280.00	
			\$6,280.00
154	Forsberg Construction	\$ 61,994.00	
	GeoPoint Surveying	\$ 390.00	
			\$62,384.00
		Total	\$130,600.94

**LAUREL ROAD
COMMUNITY DEVELOPMENT DISTRICT**

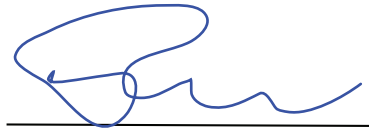
Funding Request No. 151

5/31/2024

Item No.	Vendor	Invoice Number	Construction Fund
1	AM Engineering Vistera of Venice Construction Engineering Services Through 05/23/2024	54672	\$ 6,738.94
2	BKS Partners Vistera of Venice Completion Insurance	220797	\$ 1,521.00
3	Forsberg Construction Construction Stake-Out and Record Drawings of Amenity	2401053001	\$ 7,946.00
TOTAL			\$ 16,205.94

Vivian Carvalho

Secretary / Assistant Secretary



Board Member

**LAUREL ROAD
COMMUNITY DEVELOPMENT DISTRICT**

Funding Request No. 152

6/7/2024

Item No.	Vendor	Invoice Number	Construction Fund
1	BKS Partners Phase 1 Completion Surety Bonds	231102	\$ 34,212.00
2	Maverick Building Solutions Golf Cart Parking Shade Structures	161	\$ 10,419.00
	Golf Cart Shades Additional Permitting	184	\$ 1,100.00
TOTAL			\$ 45,731.00

Vivian Carvalho
Secretary / Assistant Secretary


Board Member


**LAUREL ROAD
COMMUNITY DEVELOPMENT DISTRICT**

Funding Request No. 153

6/14/2024

Item No.	Vendor	Invoice Number	Construction Fund
1	Maverick Building Solutions CBU Shade Structure - Final Invoice	160	\$ 6,280.00
		TOTAL	\$ 6,280.00

Vivian Carvalho
Secretary / Assistant Secretary


Board Member

**LAUREL ROAD
COMMUNITY DEVELOPMENT DISTRICT**

Funding Request No. 154

6/21/2024

Item No.	Vendor	Invoice Number	Construction Fund
1	Forsberg Construction Furnish and Install Roof Drains	2401062001	\$ 61,994.00
2	GeoPoint Surveying Survey Staking Through 05/31/2024	93830-6	\$ 390.00
TOTAL			\$ 62,384.00

Vivian Carvalho

Secretary / Assistant Secretary



Board Member

**LAUREL ROAD
COMMUNITY DEVELOPMENT DISTRICT**

Funding Request No. 155

6/28/2024

Item No.	Vendor	Invoice Number	Construction Fund
1	AM Engineering Vistera of Venice Construction Engineering Services Through 06/25/2024	54718	\$ 469.81
2	Floridian Environmental Landscape Under Brush Cleanup - Border Rd Entrance	623773	\$ 4,300.00
3	Forsberg Construction Vistera Blvd Asphalt Repair Install 4 inch Fire Line to Amenity Center Metal Utility Conduit Disposal	2401062601 2401062602 2401062701	\$ 40,740.00 \$ 49,981.00 \$ 1,048.00
4	LRK Vistera Amenity Services Through 05/31/2024 Vistera Amenity Interior Design Services Through 05/31/2024	04.21020.00 - 18 04.21020.10 - 17	\$ 978.75 \$ 2,948.75
TOTAL			\$ 100,466.31

Venessa Ripoll
Secretary / Assistant Secretary


Board Member

**Laurel Road
Community Development District**

Payment Authorizations Nos. 048 - 051

LAUREL ROAD COMMUNITY DEVELOPMENT DISTRICT

Payment Authorizations Nos. 048 - 051

PA #	Description	Amount	Total
48	FPL	\$ 1,947.37	
	Southern Land Services of Southwest FL	\$ 2,400.00	
		\$ 1,350.00	
		\$ 600.00	
		\$ 1,650.00	
	VGlobalTech	\$ 150.00	
			\$8,097.37
49	Advanced Aquatic Services	\$ 1,745.00	
	City of Venice	\$ 2,025.73	
		\$ 2,468.70	
	Clean Sweep Parking Lot Maint	\$ 760.00	
	VGlobalTech	\$ 150.00	
			\$7,149.43
50	Gannet Florida LocaliQ	\$ 169.75	
	PFM Group Consulting	\$ 4,400.00	
	Southern Land Services of Southwest FL	\$ 3,750.00	
	Supervisor Fees	\$ 200.00	
		\$ 200.00	
		\$ 200.00	
		\$ 200.00	
		\$ 200.00	
			\$9,319.75
51	PFM Group Consulting	\$ 0.64	
		\$ 18.82	
	Vogler Ashton	\$ 712.50	
			\$731.96
		Total	\$25,298.51

**LAUREL ROAD
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 048

5/31/2024

Item No.	Vendor	Invoice Number	General Fund
1	FPL Streets Lights: Service 04/26/2024 - 05/29/2024	Acct: 89605-84509	\$ 1,947.37
2	Southern Land Services of Southwest Florida March Common Area Mowing	052424-38	\$ 2,400.00
	April Common Area Mowing (1)	052424-39	\$ 1,350.00
	April Common Area Mowing (2)	052424-40	\$ 600.00
	May Common Area Mowing (1)	052424-41	\$ 1,650.00
3	VGlobalTech May Website Maintenance	6177	\$ 150.00
TOTAL			\$ 8,097.37

Vivian Carvalho
Secretary / Assistant Secretary


Board Member

**LAUREL ROAD
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 049

6/7/2024

Item No.	Vendor	Invoice Number	General Fund
1	Advanced Aquatic Services June Lake Maintenance	10554199	\$ 1,745.00
2	City of Venice Water Services 124 Vistera Blvd; May Water Services	233884 233888	\$ 2,025.73 \$ 2,468.70
3	Clean Sweep Parking Lot Maint May Power Sweeping	54902	\$ 760.00
4	VGlobalTech June Website Maintenance	6256	\$ 150.00
TOTAL			\$ 7,149.43

Vivian Carvalho
Secretary / Assistant Secretary


Board Member

**LAUREL ROAD
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 050

6/14/2024

Item No.	Vendor	Invoice Number	General Fund
1	Gannett Florida LocaliQ Legal Advertising on 05/01/2024 (Ad: 10096666)	6460544	\$ 169.75
2	PFM Group Consulting June DM Fee	DM-06-2024-27	\$ 4,400.00
3	Southern Land Services of Southwest Florida May Mowing	53124-78	\$ 3,750.00
4	Supervisor Fees - 06/12/2024 Meeting		
	Dale Weidemiller	--	\$ 200.00
	John Blakley	--	\$ 200.00
	Pete Williams	--	\$ 200.00
	Janice Snow	--	\$ 200.00
	John Leinaweaver	--	\$ 200.00
TOTAL			\$ 9,319.75

Vivian Carvalho
Secretary / Assistant Secretary


Board Member

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

RECEIVED
By Amanda Lane at 5:12 pm, Jun 17, 2024

**LAUREL ROAD
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization No. 051

6/21/2024

Item No.	Vendor	Invoice Number	General Fund
1	PFM Group Consulting		
	April Reimbursables	OE-EXP-04-2024-26	\$ 0.64
	May Reimbursables	OE-EXP-05-2024-21	\$ 18.82
2	Vogler Ashton		
	General Counsel Through 05/29/2024	1324	\$ 712.50
TOTAL			\$ 731.96

Vivian Carvalho
Secretary / Assistant Secretary


Board Member

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

RECEIVED
By Amanda Lane at 9:25 am, Jun 24, 2024

**Laurel Road
Community Development District**

District Financial Statements

Laurel Road CDD
Statement of Financial Position
As of 5/31/2024

	General Fund	Debt Service Fund	Capital Projects Fund	Long-Term Debt	Total
<u>Assets</u>					
<u>Current Assets</u>					
General Checking Account	\$285,952.32				\$285,952.32
Prepaid Expenses	707.71				707.71
Deposits	4,200.00				4,200.00
Series 2021A1 Debt Service Reserve		\$326,971.87			326,971.87
Series 2021A2 Debt Service Reserve		140,078.13			140,078.13
Series 2021A Revenue		100,436.47			100,436.47
Series 2021A2 Interest		0.05			0.05
Series 2021A1 Prepayment		4,874.51			4,874.51
Series 2021A2 Prepayment		9,758.87			9,758.87
Accounts Receivable - Due from Developer			\$974,655.75		974,655.75
Series 2021A Acquisition/Construction			2,333.13		2,333.13
Prepaid Expenses			1,084.65		1,084.65
Total Current Assets	\$290,860.03	\$582,119.90	\$978,073.53	\$0.00	\$1,851,053.46
 <u>Investments</u>					
Amount Available in Debt Service Funds				\$582,119.90	\$582,119.90
Amount To Be Provided				18,562,880.10	18,562,880.10
Total Investments	\$0.00	\$0.00	\$0.00	\$19,145,000.00	\$19,145,000.00
 Total Assets	 \$290,860.03	 \$582,119.90	 \$978,073.53	 \$19,145,000.00	 \$20,996,053.46

Laurel Road CDD
Statement of Financial Position
As of 5/31/2024

	General Fund	Debt Service Fund	Capital Projects Fund	Long-Term Debt	Total
<u>Liabilities and Net Assets</u>					
<u>Current Liabilities</u>					
Accounts Payable	\$8,097.37				\$8,097.37
Accounts Payable			\$974,655.75		974,655.75
Retainage Payable			72,084.32		72,084.32
Deferred Revenue			974,655.75		974,655.75
Total Current Liabilities	<u>\$8,097.37</u>	<u>\$0.00</u>	<u>\$2,021,395.82</u>	<u>\$0.00</u>	<u>\$2,029,493.19</u>
<u>Long Term Liabilities</u>					
Revenue Bonds Payable - Long-Term				\$19,145,000.00	\$19,145,000.00
Total Long Term Liabilities	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$19,145,000.00</u>	<u>\$19,145,000.00</u>
Total Liabilities	<u>\$8,097.37</u>	<u>\$0.00</u>	<u>\$2,021,395.82</u>	<u>\$19,145,000.00</u>	<u>\$21,174,493.19</u>
<u>Net Assets</u>					
Net Assets, Unrestricted	(\$0.05)				(\$0.05)
Net Assets - General Government	14,979.39				14,979.39
Current Year Net Assets - General Government	267,783.32				267,783.32
Net Assets, Unrestricted		\$719,470.34			719,470.34
Current Year Net Assets, Unrestricted		(137,350.44)			(137,350.44)
Net Assets, Unrestricted			(\$689,509.54)		(689,509.54)
Current Year Net Assets, Unrestricted			(353,812.75)		(353,812.75)
Total Net Assets	<u>\$282,762.66</u>	<u>\$582,119.90</u>	<u>(\$1,043,322.29)</u>	<u>\$0.00</u>	<u>(\$178,439.73)</u>
Total Liabilities and Net Assets	<u>\$290,860.03</u>	<u>\$582,119.90</u>	<u>\$978,073.53</u>	<u>\$19,145,000.00</u>	<u>\$20,996,053.46</u>

Laurel Road CDD
Statement of Activities
As of 5/31/2024

	General Fund	Debt Service Fund	Capital Projects Fund	Long-Term Debt	Total
<u>Revenues</u>					
On-Roll Assessments	\$315,751.10				\$315,751.10
Off-Roll Assessments	54,728.64				54,728.64
On-Roll Assessments		\$654,705.60			654,705.60
Other Assessments		2,085,605.95			2,085,605.95
Developer Contributions			\$2,468,425.96		2,468,425.96
Other Income & Other Financing Sources			447,027.95		447,027.95
Total Revenues	<u>\$370,479.74</u>	<u>\$2,740,311.55</u>	<u>\$2,915,453.91</u>	<u>\$0.00</u>	<u>\$6,026,245.20</u>
<u>Expenses</u>					
Supervisor Fees	\$8,000.00				\$8,000.00
Public Officials' Liability Insurance	2,604.00				2,604.00
Trustee Services	4,260.40				4,260.40
Management	35,200.00				35,200.00
Disclosure	500.00				500.00
District Counsel	3,709.50				3,709.50
Assessment Administration	5,500.00				5,500.00
Audit	5,500.00				5,500.00
Postage & Shipping	16.48				16.48
Legal Advertising	2,120.75				2,120.75
Miscellaneous	12.95				12.95
Web Site Maintenance	1,800.00				1,800.00
Dues, Licenses, and Fees	175.00				175.00
Water Reclaimed	1,741.53				1,741.53
General Insurance	3,182.00				3,182.00
Lake Maintenance	13,960.00				13,960.00
Landscaping Maintenance & Material	6,000.00				6,000.00
Street Sweeping	6,127.50				6,127.50
Streetlights	15,605.51				15,605.51

Laurel Road CDD
Statement of Activities
As of 5/31/2024

	General Fund	Debt Service Fund	Capital Projects Fund	Long-Term Debt	Total
Series 2021 A1 Principal Payments		\$245,000.00			245,000.00
Series 2021 A2 Principal Payments		1,975,000.00			1,975,000.00
Series 2021 A1 Interest Payments		410,512.51			410,512.51
Series 2021 A2 Interest Payments		298,632.81			298,632.81
Engineering			\$43,873.54		43,873.54
Contingency			3,229,189.45		3,229,189.45
Total Expenses	<u>\$116,015.62</u>	<u>\$2,929,145.32</u>	<u>\$3,273,062.99</u>	<u>\$0.00</u>	<u>\$6,318,223.93</u>
<u>Other Revenues (Expenses) & Gains (Losses)</u>					
Interest Income	\$13,319.20				\$13,319.20
Dividend Income		\$51,483.33			51,483.33
Dividend Income			\$3,796.33		3,796.33
Total Other Revenues (Expenses) & Gains (Losses)	<u>\$13,319.20</u>	<u>\$51,483.33</u>	<u>\$3,796.33</u>	<u>\$0.00</u>	<u>\$68,598.86</u>
Change In Net Assets	\$267,783.32	(\$137,350.44)	(\$353,812.75)	\$0.00	(\$223,379.87)
Net Assets At Beginning Of Year	<u>\$14,979.34</u>	<u>\$719,470.34</u>	<u>(\$689,509.54)</u>	<u>\$0.00</u>	<u>\$44,940.14</u>
Net Assets At End Of Year	<u><u>\$282,762.66</u></u>	<u><u>\$582,119.90</u></u>	<u><u>(\$1,043,322.29)</u></u>	<u><u>\$0.00</u></u>	<u><u>(\$178,439.73)</u></u>

Laurel Road CDD
Budget to Actual
For the Month Ending 5/31/2024

	Year To Date			FY 2024 Adopted Budget
	Actual	Budget	Variance	
<u>Revenues</u>				
On-Roll Assessments	\$ 315,751.10	\$ 210,184.59	\$ 105,566.51	\$ 315,276.88
Off-Roll Assessments	54,728.64	36,486.93	18,241.71	54,730.39
Net Revenues	\$ 370,479.74	\$ 246,671.52	\$ 123,808.22	\$ 370,007.27
<u>General & Administrative Expenses</u>				
Supervisor Fees	\$ 8,000.00	\$ 8,000.00	\$ -	\$ 12,000.00
Public Officials' Liability Insurance	2,604.00	2,000.00	604.00	3,000.00
Trustee Services	4,260.40	2,666.67	1,593.73	4,000.00
Management	35,200.00	35,200.00	-	52,800.00
Engineering	-	10,000.00	(10,000.00)	15,000.00
Disclosure	500.00	666.67	(166.67)	1,000.00
District Counsel	3,709.50	16,666.67	(12,957.17)	25,000.00
Assessment Administration	5,500.00	3,666.67	1,833.33	5,500.00
Reamortization Schedules	-	83.33	(83.33)	125.00
Audit	5,500.00	4,333.33	1,166.67	6,500.00
Arbitrage Calculation	-	333.33	(333.33)	500.00
Telephone	-	133.33	(133.33)	200.00
Postage & Shipping	16.48	333.33	(316.85)	500.00
Legal Advertising	2,120.75	5,333.33	(3,212.58)	8,000.00
Miscellaneous	12.95	400.00	(387.05)	600.00
Office Supplies	-	353.35	(353.35)	530.00
Web Site Maintenance	1,800.00	2,000.00	(200.00)	3,000.00
Dues, Licenses, and Fees	175.00	116.67	58.33	175.00
Maintenance Staff	-	13,333.33	(13,333.33)	20,000.00
Lifestyle Staff	-	13,333.33	(13,333.33)	20,000.00
Resident Services	-	6,666.67	(6,666.67)	10,000.00
Total General & Administrative Expenses	\$ 69,399.08	\$ 125,620.01	\$ (56,220.93)	\$ 188,430.00
<u>Field Operations Expenses</u>				
Electric	\$ -	\$ 2,333.33	\$ (2,333.33)	\$ 3,500.00
Water Reclaimed	1,741.53	3,333.33	(1,591.80)	5,000.00
Equipment Rental	-	4,000.00	(4,000.00)	6,000.00
General Insurance	3,182.00	3,968.00	(786.00)	5,952.00
Property & Casualty Insurance	-	3,400.00	(3,400.00)	5,100.00
Irrigation	-	133.33	(133.33)	200.00
Lake Maintenance	13,960.00	12,000.00	1,960.00	18,000.00
Landscaping Maintenance & Material	6,000.00	16,666.67	(10,666.67)	25,000.00
Landscape Improvements	-	1,666.67	(1,666.67)	2,500.00
Contingency	-	6,666.67	(6,666.67)	10,000.00
Gate - Repairs & Maintenance	-	666.67	(666.67)	1,000.00
Street Sweeping	6,127.50	10,000.00	(3,872.50)	15,000.00
Lighting	-	133.33	(133.33)	200.00
Streetlights - Leasing	15,605.51	23,333.33	(7,727.82)	35,000.00
Bike Share	-	1,666.67	(1,666.67)	2,500.00
Total Field Operations Expenses	\$ 46,616.54	\$ 89,968.00	\$ (43,351.46)	\$ 134,952.00

Laurel Road CDD
Budget to Actual
For the Month Ending 5/31/2024

	Year To Date			FY 2024 Adopted Budget
	Actual	Budget	Variance	
<u>Vistera - Amenity Expenses</u>				
Clubhouse Electric	\$ -	\$ 2,500.00	\$ (2,500.00)	\$ 3,750.00
Clubhouse Water	-	3,333.33	(3,333.33)	5,000.00
Amenity - Telephone	-	41.67	(41.67)	62.50
Amenity - Cable TV / Internet / Wi-Fi	-	2,166.67	(2,166.67)	3,250.00
Amenity - Landscape Maintenance	-	8,333.33	(8,333.33)	12,500.00
Amenity - Irrigation Repairs	-	3,333.33	(3,333.33)	5,000.00
Amenity - Pool Maintenance	-	1,800.00	(1,800.00)	2,700.00
Amenity - Exterior Cleaning	-	2,500.00	(2,500.00)	3,750.00
Amenity - Interior Cleaning	-	3,333.33	(3,333.33)	5,000.00
Amenity - Pest Control	-	166.67	(166.67)	250.00
Amenity - Fitness Equipment Leasing	-	1,590.00	(1,590.00)	2,385.00
Amenity - Security	-	1,735.18	(1,735.18)	2,602.77
Amenity - Pool Equipment	-	250.00	(250.00)	375.00
Total Vistera - Amenity Expenses	\$ -	\$ 31,083.51	\$ (31,083.51)	\$ 46,625.27
Total Expenses	\$ 116,015.62	\$ 246,671.52	\$ (130,655.90)	\$ 370,007.27
<u>Other Revenues (Expenses) & Gains (Losses)</u>				
Interest Income	\$ 13,319.20	\$ -	\$ 13,319.20	\$ -
Total Other Revenues (Expenses) & Gains (Losses)	\$ 13,319.20	\$ -	\$ 13,319.20	\$ -
Net Income (Loss)	\$ 267,783.32	\$ -	\$ 267,783.32	\$ -

**Laurel Road
Community Development District**

Review and Consideration of Landscape
Inspection Proposal from Tyree Brown

TYREE BROWN, ARBORIST, LLC

PROPOSAL FOR SERVICES FOR LAUREL ROAD COMMUNITY DEVELOPMENT DISTRICT

Tyree Brown Arborist, LLC is pleased to submit this proposal for services to support Laurel Road Community Development District in achieving its goals for improving customer satisfaction by providing oversight of the current landscape maintenance in the District. Based upon the map of the District's presently installed landscaping provided by the District, Tyree Brown will conduct a monthly landscape inspection and generate a photographic report including observed deficiencies and recommendations to treat and correct. The contracted District landscaper will be provided the opportunity to attend each monthly inspection. This will help to coordinate the corrective action needed. The contracted District landscaper will be given an opportunity to respond in writing to the inspection report by an agreed deadline to be included as needed in the District's meeting agenda book.

As a second part to the proposal, Tyree Brown will conduct an inspection as requested by the District, whenever there is a landscape installation scheduled for completion. Each inspection will include making sure all plants, trees, irrigation, mulch and hardscapes are installed as per the specifications in the installation contract. In addition, making sure the installation is conducted per proper industry BMPs and plant material meets the Florida Grades and Standards as noted in the installation contract. Documentation will be noted as to a recommendation that the installation be accepted with noted corrections to the District. Once the landscape is accepted, the warranty period noted in the contract will begin.

As a third part to the proposal, Tyree Brown will conduct an inspection of the currently installed landscape in the District and generate a report noting what current and missing landscape should need replacement. Recommendations will be made as to eliminating or adding plants and trees that are not growing well or might grow better based upon soil, weather and watering conditions. This will be helpful for the District to have a game plan for the next 5 years and for budgeting purposes.

As a fourth part to the proposal, Tyree Brown will be available to the District to attend Board meetings as needed by the District. This may be done in person or by call in coordinated with the District Manager.

Monthly landscape inspection fee with report per the current map provided. 500.00

As needed new landscape installation inspection fee per event. 250.00

One time inspection fee of current landscape based on the present map for plant replacement and planning. 500.00

Board meeting attendance in person or mobile phone. Included.

Thank you for the opportunity to collaborate with you.

Tyree Brown

**Laurel Road
Community Development District**

Review and Consideration of RFQ Proposals for
Engineering Services - Phase 2 (under separate
cover)

**Laurel Road
Community Development District**

Staff Reports