

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 Panaseney	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. Panaseny 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. Panaseny 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. Panaseny 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