

MINUTES OF MEETING

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

**Wednesday, November 13, 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	(via phone)
Dale Weidemiller	Assistant Secretary	

Also present:

Vivian Carvalho	PFM Group Consulting – District Manager	
Amanda Lane	PFM Group Consulting – District Accountant	(via phone)
Kwame Jackson	PFM Group Consulting – ADM	(via phone)
Tom Panaseney	Neil Communities – Developer	(via phone)
Jim Schier	Neil Communities – Developer	
John McKay	J.H. McKay, LLC	
Bobbi Claybrooke	AM Engineering, LLC - District Engineer	(via phone)
Andy Richardson	Neil Communities	(via phone)

FIRST ORDER OF BUSINESS

Administrative Matters

Roll Call

The Board of Supervisors' Meeting for Laurel Road CDD was called to order at 12:32 p.m. Those in attendance are outlined above either in person or via speakerphone.

Public Comment Period

There were no public comments.

**Administration of the Oath of Office to
Newly Elected Members of the Board of
Supervisors**

Ms. Carvalho stated that newly elected Board Members, Mr. Williams, Ms. Snow, and Mr. Weidemiller, were sworn in prior to the meeting. She reviewed Board compensation.

**Consideration of Resolution 2025-01,
Canvassing and Certifying the Results of
the Landowner's Election**

Ms. Carvalho noted the Landowner's Election was held on the General Election Day. Mr. Williams received 669 votes for Seat 2, Ms. Snow received 669 votes for Seat 4, and Mr. Weidemiller received 600 votes. Mr. Williams and Ms. Snow will serve four-year terms, while Mr. Weidemiller will serve two-year term.

ON MOTION by Mr. Williams, seconded by Ms. Snow, with all in favor, the Board approved Resolution 2025-01, Canvassing and Certifying the Results of the Landowner's Election.

**Consideration of Resolution 2025-02,
Election of Officers**

Ms. Carvalho reviewed the current slate of officers. She recommended adding Mr. Jackson and Ms. Ripoll as additional Assistant Secretaries.

ON MOTION by Ms. Snow, seconded by Mr. Blakley, with all in favor, the Board approved Resolution 2025-02, Election of Officers.

Consent Agenda

1. **Minutes of the September 11, 2024, Board of Supervisors' Meeting**
2. **Fosberg Proposal for Aria Lift Station Modifications**
3. **Fosberg Proposal for Parking Lot Project**
4. **Fosberg Proposal for Storm Pipe Installation**
5. **Grau & Assoc. Fiscal Year 2024 Auditor Engagement Letter**
6. **Maverick Building Estimate #310 for No Parking Sign**

7. **Maverick Building Estimate #330 for Sign Repairs**
8. **Maverick Building Estimate #349 for Shade Structure Fabric Replacement**
9. **Mike Armstrong Landscaping Change Order for Additional Sod**
10. **Nativas Credit Corp. Gym Equipment Lease**
11. **Securiteam Change Order for Postal Lockbox**
12. **Securiteam Change Order for Gate Operators**
13. **Payment Authorizations Nos. 061 – 069**
14. **Funding Request No. 165 – 166**
15. **Series 2021 Requisition Nos. 135 - 153**
16. **District Financial Statements**

The Board reviewed the items.

ON MOTION by Mr. Williams, seconded by Mr. Weidemiller, with all in favor, the Board ratified the Consent Agenda items 1 – 16.

SECOND ORDER OF BUSINESS

Business Matters

**Consideration of Resolution 2025-03,
Adopting a Revised Fiscal Year 2024
Budget**

Ms. Carvalho noted this is a standard practice and within 60 days of ending the fiscal year, it must be amended appropriately.

There was a brief discussion regarding the dates of the fiscal year. It was clarified that the 2023-2024 fiscal year budget was being amended.

ON MOTION by Mr. Williams, seconded by Ms. Snow, with all in favor, the Board approved Resolution 2025-03, Adopting a Revised Fiscal Year 2024 Budget.

**Consideration of Revised District
Management and Field Services
Agreement**

Ms. Carvalho stated this is regarding adding Field Services to this project to try and start prior to

December 1.

Ms. Snow noted that there are O&M items that are being transferred from the Developer to the District. Having Field Services work with the Developer during this transition would allow for a smoother turnaround.

It was confirmed that this would be similar to what is already being done in North River Ranch.

ON MOTION by Mr. Williams, seconded by Mr. Weidemiller, with all in favor, the Board approved the Revised District Management and Field Services Agreement.

**Consideration of Floridian
Environmental Landscape Maintenance
Proposal**

Mr. Richardson stated this is a standard proposal and required by SFWMD.

ON MOTION by Mr. Williams, seconded by Ms. Snow, with all in favor, the Board approved the Floridian Environmental Landscape Maintenance Proposal.

**Consideration of Mike Armstrong
Agreement for Landscape and Irrigation
Installation**

Ms. Carvalho stated this is for the common areas that are now needing this upkeep and installation. This was an anticipated expense.

ON MOTION by Mr. Blakley, seconded by Mr. Weidemiller, with all in favor, the Board approved the Mike Armstrong Agreement for Landscape and Irrigation Installation.

It was noted that once installed, there will be a warranty contract for the maintenance of that landscaping.

**Consideration of Xylem Proposal for
60HP Retrofit**

Ms. Claybrooke stated this is for the pump station.

ON MOTION by Mr. Williams, seconded by Mr. Leinaweaver, with all in favor, the Board approved the Xylem Proposal for 60HP Retrofit.

Consideration of Pye-Barker Alarm System Agreement

Mr. Panaseny stated this agreement is for fire alarm monitoring in the Amenity Center at Vistera. It is required that the service is provided by a third party and the cost is \$700.00 per year.

ON MOTION by Mr. Williams, seconded by Mr. Blakley, with all in favor, the Board approved the Pye-Barker Alarm System Agreement.

Update on the Prequalified Contractors List

Ms. Claybrooke gave the update. She stated this was opened in October with a deadline of October 31. Two additional contractors have been added to the prequalified list. This list has been distributed to the Board. The additional contractors are Gator and AJAX and are DOT qualified.

Ms. Carvalho noted that when the Board is ready to move forward with additional projects, they can submit requests for proposals to these contractors.

ON MOTION by Mr. Williams, seconded by Ms. Snow, with all in favor, the Board approved the Prequalified Contractors List.

THIRD ORDER OF BUSINESS

Other Business

Staff Reports

District Counsel – No report.

District Engineer – No report.

District Manager – Ms. Carvalho reminded the Board that the next meeting is the second Tuesday in December.

Audience Comments and Supervisor Requests

There were no comments or requests at this time.

FOURTH ORDER OF BUSINESS

Adjournment

Ms. Carvalho called for a motion.

ON MOTION by Mr. Weidemiller, seconded by Mr. Williams, with all in favor, the Board of Supervisors' Meeting for the Laurel Road Community Development District adjourned the meeting at 12:48 p.m.



Secretary / Assistant Secretary



Chairperson / Vice Chairperson