

## **MINUTES OF MEETING**

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

**Wednesday, May 14, 2025, at 12:30 p.m.**

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

Board Members present:

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

Also present:

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

## **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 Items #1 - 7**

1. Minutes of the April 9, 2025, Board of Supervisors' Meeting
2. FITREV Fitness Equipment Preventative Maintenance Agreement
3. Floridian Environmental Landscape Proposal for Wetland J Supplemental Plantings
4. Forsberg Proposal for Storm System Clean Out
5. Payment Authorization Nos. 090 – 094
6. Funding Request Nos. 182 – 184
7. District Financial Statements

The Board reviewed the consent agenda items.

ON MOTION by Mr. Weidemiller, seconded by Mr. Leinaweaver, with all in favor, the Board ratified the Consent Agenda items 1 – 7.

## **SECOND ORDER OF BUSINESS**

### **Business Matters**

#### **Review of Letter from Supervisor of Elections, Sarasota County**

Ms. Carvalho noted that as of April 15, 2025, there are 37 registered voters in the District per the letter from the Supervisor of Elections, Sarasota County.

ON MOTION by Mr. Weidemiller, seconded by Mr. Blakley, with all in favor, the Board accepted the Letter from the Supervisor of Elections, Sarasota County.

#### **Consideration of VGlobalTech Website Maintenance Proposed Fee Increase**

Ms. Carvalho stated the vendor is requesting a small increase for the website maintenance.

ON MOTION by Mr. Weidemiller, seconded by Mr. Leinaweaver, with all in favor, the Board approved the VGlobalTech Website Maintenance Proposed Fee Increase.

**Consideration of PFM Group Consulting  
LLC District Management Proposed Fee  
Increase**

Ms. Carvalho stated PFM is requesting an increase for the Fiscal Year 2026 budget. It is approximately a 5% increase. There has not been an increase for a couple of years.

ON MOTION by Mr. Weidemiller, seconded by Mr. Williams, with all in favor, the Board approved the PFM Group Consulting LLC District Management Proposed Fee Increase.

**Consideration of Resolution 2025-04,  
Approving a Preliminary Budget for  
Fiscal Year 2026, and Setting a Public  
Hearing Date**

Ms. Carvalho recommended August 13, 2025, for the Public Hearing. Ms. Carvalho noted there is an increase in the budget due to the Visterra Amenity Center. She gave an overview of the Debt Service budget, the O&M budget, and the assessments. All residents will receive notice for the increased assessments.

Ms. Snow gave an overview of the Amenity staff roles and line items. There are already contracts in place with staff and vendors.

The Board reviewed and discussed the preliminary budget. Once approved, the budget can not be increased, only decreased. The preliminary budget is currently set at \$866,511.37.

It was noted there are approximately 50 homeowners at this time in the community. The Board reviewed the assessments. It was noted there is a 22% increase. Ms. Carvalho noted that within the notice to residents, there will also be explanation of the increase.

It was noted there will be a carry forward amount.

The Board agreed on August 13, 2025, at 12:30 p.m., at the same location, for the Public Hearing. It was noted that the preliminary budget is sent out within the notice to residents.

Ms. Snow will work on reserving the training room for the Public Hearing, as it is a larger area.

ON MOTION by Mr. Weidemiller, seconded by Mr. Leinaweaver, with all in favor, the Board approved Resolution 2025-04, Approving a Preliminary Budget for Fiscal Year 2026 in the amount of \$866,511.37, and Setting a Public Hearing Date for August 13, 2025, at 12:30 p.m.

### **Review and Acceptance of FY 2024 Audit Report**

Ms. Carvalho noted this was a standard and clean audit and the report has been reviewed by District Staff. It will be posted on the District website.

ON MOTION by Mr. Williams, seconded by Mr. Blakley, with all in favor, the Board reviewed and accepted the FY 2024 Audit Report.

### **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 June 11, 2025.

**Field Manager -** Mr. Williams noted the Amenity Report was well done.

Mr. Panaseny noted he received intermittent invoices from Ms. Claybrooke for A&M Engineering. He requested an annual District Engineer contract for District specific tasks in order to properly budget. Ms. Carvalho will follow up.

### **Audience Comments and Supervisor Requests**

There were no further comments or requests at this time.

**FOURTH ORDER OF BUSINESS**

**Adjournment**

Ms. Carvalho called for a motion.

ON MOTION by Mr. Leinaweaver, seconded by Ms. Snow, with all in favor, the Board of Supervisors' Meeting for the Laurel Road Community Development District adjourned the meeting at 12:52 p.m.

  
Secretary / Assistant Secretary

  
Chairperson / Vice Chair