MINUTES OF MEETING

LAUREL ROAD COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS' MEETING
Wednesday, October 8, 2025, 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
Dale Weidemiller	Assistant Secretary
John Leinaweaver	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)
Jim Schier	Neal Communities – Developer	
Andy Richardson	Neal Land & Neighborhoods – Developer	(via phone)
John McKay	J.H. McKay, LLC – Consultant	
Sydney Pollock	WTS – Lifestyle Director	(via phone)
Bobbi Claybrooke	AM Engineering – 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 12:30 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 September 10, 2025, Board of Supervisors' Meeting**

2. **Addendum to Landscape Maintenance Agreement with Impact Landscaping**
3. **Maddtraxx Proposal for Sidewalk Cleanup**
4. **PFM District Management Fee Decrease Letter**
5. **Payment Authorization Nos. 112 – 114**
6. **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 – 6.

SECOND ORDER OF BUSINESS **Business Matters**

Consideration of HVAC Preventative Maintenance Proposals

- **Conditioned Plumbing**
- **Superior Heating & Cooling**
- **Tri-County Air**

Ms. Carvalho reviewed the proposals for HVAC preventative maintenance at the clubhouse. The recommendation by Jeff Ramer was to approve the Superior Heating and Cooling proposal and retain them for the various services.

There was brief discussion regarding the proposals and scope of services.

It was noted the frequency of maintenance visits was not specified in the Superior Heating and Cooling proposal.

Mr. Richardson noted the units are not that old and should not have consistent maintenance issues.

The Board noted the proposals should all have the same scope of services and requested clarification.

Mr. Weidemiller noted the proposal does include quarterly filter changes.

Mr. Jackson will follow up with Mr. Ramer to obtain the requested information.

This item was tabled.

Consideration of Driggers Proposal for Phase 2 Engineering & Inspection

Mr. Panaseny gave an overview of the proposal and noted this is for Phase 2 of Vistera. It is for the geotechnical testing and engineering requirement in the amount of $59,990.00.

ON MOTION by Mr. Williams, seconded by Mr. Blakley, with all in favor, the Board approved the Driggers Proposal for Phase 2 Engineering and Inspection.

Consideration of AM Engineering Change Order Nos. 1 & 2

Ms. Claybrooke gave an overview of the change orders and the increase in cost. She noted there may be reimbursement for the Laurel Road change order.

ON MOTION by Mr. Williams, seconded by Ms. Snow, with all in favor, the Board approved the AM Engineering Change Order Nos. 1 and 2.

THIRD ORDER OF BUSINESS **Other Business**

Staff Reports

District Counsel – No report.

District Engineer – Mr. Williams noted there is a forthcoming contract from CNM for Phase 2. Ms. Claybrooke stated Mr. Panaseny is reviewing and it should be ready for the Board at the next meeting. It was noted the contract should be between $5 million - $6 million.

ON MOTION by Mr. Weidemiller, seconded by Mr. Leinaweaver, with all in favor, the Board authorized the Chair to execute the CNM agreement, once reviewed by the District Engineer and Neil Land Developers, with a not to exceed amount of $6.5 million, and final ratification by the Board.

It was noted proposals should correctly state Laurel Road CDD.

District Manager – Ms. Carvalho noted the next Board meeting is scheduled for November 12, 2025. The required annual Ethics Training is due by December 31.

Field Manager – The Board reviewed the bio information of Jeff Ramer, the new field services representative.

Ms. Carvalho requested the Board to provide expectations for reporting to the District for the Field Manager.

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. Williams, seconded by Mr. Leinaweaver, with all in favor, the Board of Supervisors' Meeting for the Laurel Road Community Development District adjourned the meeting at 12:46 p.m.

Secretary / Assistant Secretary

Chairperson / Vice Chair