

Laurel Road Community Development District

12051 Corporate Boulevard, Orlando, FL 32817
Phone 407-723-5900; Fax 407-723-5901

The following is the agenda for the Board of Supervisors Meeting for the **Laurel Road Community Development District** scheduled to be held **Wednesday, June 9, 2021 at 12:15 PM located at 5800 Lakewood Ranch Blvd, Sarasota, FL 34240**. The following is the proposed agenda for this meeting.

Call in number: 1-844-621-3956

Passcode: 790 562 990 #

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]*

Business Matters

1. Consideration of the Minutes of the May 12, 2021 Board of Supervisors' Meeting
2. Ratification of Funding Requests 26-28
3. Review of District Financial Statements

Other Business

Staff Reports

District Counsel
District Engineer
District Manager

Supervisor Requests and Audience Comments

Adjournment



Laurel Road Community Development District

Consideration of the Minutes of the May 12, 2021 Board of
Supervisors' Meeting

MINUTES OF MEETING

LAUREL ROAD COMMUNITY DEVELOPMENT DISTRICT BOARD OF SUPERVISORS MEETING

Wednesday, May 12, 2021 at 12:15 p.m.

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

Board Members present at roll call:

Pete Williams	Chairperson
Pricilla Heim	Vice Chairperson
Janice Snow	Assistant Secretary
John Blakley	Assistant Secretary
Dale Weidemiller	Assistant Secretary

Also present at roll call via speaker phone or in person:

Vivian Carvalho	District Manager-PFM Group Consulting LLC.
Venessa Ripoll	Assistant District Manager- PFM Group Consulting LLC (via phone)
Amanda Lane	District Accountant- PFM Group Consulting LLC (via phone)
Ed Vogler	District Counsel- Vogler Ashton (via phone)
Shawn Leins	District Engineer – AM Engineering (via phone)
Jim Schier	Neal Communities
Pam Curran	Neal Communities
John McKay	Neal Communities
Sandy Foster	Neal Communities

FIRST ORDER OF BUSINESS

Administrative Matters

Call to Order and Roll Call

Ms. Carvalho called the meeting to order at 12:41 p.m. and proceeded with roll call. The Board Members and Staff in attendance are outlined above.

Public Comment Period

Ms. Carvalho noted that there were no members of the public present.

SECOND ORDER OF BUSINESS

Business Matters

**Consideration of the Minutes of
the April 14, 2021 Board of
Supervisors' Meeting**

The Board reviewed the Minutes from the April 14, 2021 Board of Supervisors' Meeting.

On MOTION by Mr. Williams, seconded by Mr. Blakley, with all in favor, the Board approved the Minutes of the April 14, 2021 Board of Supervisors' Meeting.

**Consideration of Resolution 2021-
16, Approving a Preliminary
Budget for Fiscal Year 2022 and
Setting a Public Hearing Date**

Ms. Carvalho presented Resolution 2021-16 and notated the District is moving forward with staying Developer funded with an O&M Budget of \$121,355.00. She added that the suggested public hearing date be August 11, 2021 at 12:15PM at this location. Mr. Williams asked if the team could check to see if a roll is available for use.

On MOTION by Mr. Williams, seconded by Ms. Snow, with all in favor, the Board approved Resolution 2021-16, Approving a Preliminary Budget for Fiscal Year 2022 and Setting a Public Hearing Date for August 11, 2021 at 12:15 p.m. at 5800 Lakewood Ranch Blvd, Sarasota, FL 34240.

**Review and Consideration of
VGlobalTech Website Agreement**

Ms. Carvalho explained that this is just to show what is in place currently with the Website vendor. The proposal was already approved, and this is the form of the contract.

On MOTION by Mr. Williams, seconded by Ms. Snow, with all in favor, the Board approved the VGlobalTech Website Agreement.

**Ratification of Hamilton
Engineering & Surveying
Proposal for Surveying and
Mapping Service**

Mr. Leins explained this was for the existing onsite lakes for the specific purpose survey.

On MOTION by Mr. Williams, seconded by Ms. Weidemiller, with all in favor, the Board ratified the Hamilton Engineering & Surveying Proposal for Surveying and Mapping Service of Visterra Pond Topo.

Letter from Supervisor of Elections, Sarasota County

Ms. Carvalho noted that the Sarasota County Supervisor of Elections submitted their letter and there are zero registered electors within the District.

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

Ratification of Funding Requests 24-25

The Board reviewed Funding Requests 24-25.

On MOTION by Mr. Williams, seconded by Ms. Heim, with all in favor, the Board ratified Funding Requests 24-25.

Review of District Financial Statements

The Board reviewed the District Financial Statements.

On MOTION by Mr. Williams, seconded by Ms. Snow, with all in favor, the Board accepted the District Financial Statements.

THIRD ORDER OF BUSINESS

Other Business

Staff Reports

District Counsel – No Report

District Engineer – Mr. Leins reported that the project has been through permitting and there are seven or eight of the prequalified bidders who are bidding on the project. Those bids will be due around June 1st.

District Manager – Ms. Carvalho noted that the next meeting is scheduled for June 9, 2021.

Audience Comments and Supervisor Requests

There were no audience comments or Supervisor requests.

FOURTH ORDER OF BUSINESS

Adjournment

There were no other questions or comments. Ms. Carvalho requested a motion to adjourn.

On MOTION by Mr. Williams, seconded by Mr. Weidemiller, with all in favor, the May 12, 2021 Board of Supervisors' Meeting for the Laurel Road Community Development District was adjourned at 12:48 p.m.

Secretary / Assistant Secretary

Chairperson / Vice Chairperson

Laurel Road Community Development District

Ratification of Funding Requests 26-28

LAUREL ROAD COMMUNITY DEVELOPMENT DISTRICT

Funding Requests 26-30

FR #	Description	Amount	Total
26	PFM Group Consulting	\$1,666.67	
			\$1,666.67
27	Sarasota Herald-Tribune	\$100.00	
			\$100.00
28	Vogler Ashton	\$634.50	
		\$7,117.80	
			\$7,752.30
		Total	\$9,518.97

**LAUREL ROAD
COMMUNITY DEVELOPMENT DISTRICT**

Funding Request No. 026

4/23/2021

Item No.	Vendor	Invoice Number	General Fund
1	PFM Group Consulting DM Fee: April 2021	DM-04-2021-0026	\$ 1,666.67
TOTAL			\$ 1,666.67

Venessa Ripoll
Secretary / Assistant Secretary


Board Member

Please Return To:
Laurel Road CDD
c/o PFM Group Consulting
12051 Corporate Boulevard
Orlando, FL 32817
LaneA@pfm.com // 407-723-5925

RECEIVED

By Amanda Lane at 1:39 pm, Apr 26, 2021

**LAUREL ROAD
COMMUNITY DEVELOPMENT DISTRICT**

Funding Request No. 027

4/30/2021

Item No.	Vendor	Invoice Number	General Fund
1	Sarasota Herald-Tribune Legal Advertising on 04/14/2021	SC52LOSAMU	\$ 100.00
TOTAL			\$ 100.00

Venessa Ripoll

Secretary / Assistant Secretary



Board Member

Please Return To:
Laurel Road CDD
c/o PFM Group Consulting
12051 Corporate Boulevard
Orlando, FL 32817
LaneA@pfm.com // 407-723-5925

RECEIVED

By Amanda Lane at 4:58 pm, May 03, 2021

**LAUREL ROAD
COMMUNITY DEVELOPMENT DISTRICT**

Funding Request No. 028

5/7/2021

Item No.	Vendor	Invoice Number	General Fund	Construction Fund
1	Vogler Ashton			
	General Counsel Through 04/23/2021	6799	\$ 634.50	
	Bond Validation Hearing Counsel Through 04/23/2021	6800		\$ 7,117.80
TOTAL			\$7,752.30	

Vivian Carvalho
Secretary / Assistant Secretary


Board Member

Please Return To:
Laurel Road CDD
c/o PFM Group Consulting
12051 Corporate Boulevard
Orlando, FL 32817
LaneA@pfn.com // 407-723-5925

RECEIVED

By Amanda Lane at 9:47 am, May 10, 2021

Laurel Road Community Development District

Review of District Financial Statements

Laurel Road CDD
Statement of Financial Position
As of 5/31/2021

	General Fund	Capital Projects Fund	Total
<u>Assets</u>			
<u>Current Assets</u>			
General Checking Account	\$3,642.77		\$3,642.77
Accounts Receivable - Due from Developer	3,815.95		3,815.95
Accounts Receivable - Due from Developer		\$11,219.80	11,219.80
Total Current Assets	<u>\$7,458.72</u>	<u>\$11,219.80</u>	<u>\$18,678.52</u>
Total Assets	<u><u>\$7,458.72</u></u>	<u><u>\$11,219.80</u></u>	<u><u>\$18,678.52</u></u>
<u>Liabilities and Net Assets</u>			
<u>Current Liabilities</u>			
Accounts Payable	\$2,429.70		\$2,429.70
Deferred Revenue	3,815.95		3,815.95
Accounts Payable		\$11,219.80	11,219.80
Deferred Revenue		11,219.80	11,219.80
Total Current Liabilities	<u>\$6,245.65</u>	<u>\$22,439.60</u>	<u>\$28,685.25</u>
Total Liabilities	<u><u>\$6,245.65</u></u>	<u><u>\$22,439.60</u></u>	<u><u>\$28,685.25</u></u>
<u>Net Assets</u>			
			0.00
Current Year Net Assets - General Government	1,213.07		1,213.07
			0.00
Current Year Net Assets, Unrestricted		(11,219.80)	(11,219.80)
Total Net Assets	<u><u>\$1,213.07</u></u>	<u><u>(\$11,219.80)</u></u>	<u><u>(\$10,006.73)</u></u>
Total Liabilities and Net Assets	<u><u>\$7,458.72</u></u>	<u><u>\$11,219.80</u></u>	<u><u>\$18,678.52</u></u>

Laurel Road CDD
Statement of Activities
As of 5/31/2021

	General Fund	Capital Projects Fund	Total
<u>Revenues</u>			
Developer Contributions	\$57,620.38		\$57,620.38
Other Income & Other Financing Sources	0.03		0.03
Developer Contributions		\$30,059.09	30,059.09
Total Revenues	<u>\$57,620.41</u>	<u>\$30,059.09</u>	<u>\$87,679.50</u>
<u>Expenses</u>			
Supervisor Fees	\$8,800.00		\$8,800.00
Public Officials' Liability Insurance	2,250.00		2,250.00
Management	13,333.36		13,333.36
District Counsel	12,923.00		12,923.00
Postage & Shipping	38.85		38.85
Legal Advertising	12,584.02		12,584.02
Miscellaneous	278.11		278.11
Web Site Maintenance	3,250.00		3,250.00
Dues, Licenses, and Fees	200.00		200.00
General Insurance	2,750.00		2,750.00
District Counsel		\$22,007.80	22,007.80
Contingency		19,271.09	19,271.09
Total Expenses	<u>\$56,407.34</u>	<u>\$41,278.89</u>	<u>\$97,686.23</u>
<u>Other Revenues (Expenses) & Gains (Losses)</u>			
Total Other Revenues (Expenses) & Gains (Losses)	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Change In Net Assets	\$1,213.07	(\$11,219.80)	(\$10,006.73)
Net Assets At Beginning Of Year	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Net Assets At End Of Year	<u><u>\$1,213.07</u></u>	<u><u>(\$11,219.80)</u></u>	<u><u>(\$10,006.73)</u></u>

Laurel Road CDD
Budget to Actual
For the Month Ending 5/31/2021

	Year To Date			FY 2021 Adopted Budget
	Actual	Budget	Variance	
<u>Revenues</u>				
Developer Contributions	\$ 57,620.38	\$ 84,450.00	\$ (26,829.62)	\$ 126,675.00
Other Income & Other Financing Sources	0.03	-	0.03	-
Net Revenues	\$ 57,620.41	\$ 84,450.00	\$ (26,829.59)	\$ 126,675.00
<u>General & Administrative Expenses</u>				
Supervisor Fees	\$ 8,800.00	\$ 8,000.00	\$ 800.00	\$ 12,000.00
Public Officials' Liability Insurance	2,250.00	1,650.00	600.00	2,475.00
Trustee Services	-	4,000.00	(4,000.00)	6,000.00
Management	13,333.36	30,000.00	(16,666.64)	45,000.00
Engineering	-	10,000.00	(10,000.00)	15,000.00
Dissemination Agent	-	3,333.36	(3,333.36)	5,000.00
District Counsel	12,923.00	13,333.36	(410.36)	20,000.00
Assessment Administration	-	5,000.00	(5,000.00)	7,500.00
Audit	-	4,000.00	(4,000.00)	6,000.00
Postage & Shipping	38.85	200.00	(161.15)	300.00
Legal Advertising	12,584.02	666.64	11,917.38	1,000.00
Miscellaneous	278.11	333.36	(55.25)	500.00
Web Site Maintenance	3,250.00	1,800.00	1,450.00	2,700.00
Dues, Licenses, and Fees	200.00	116.64	83.36	175.00
General Insurance	2,750.00	2,016.64	733.36	3,025.00
Total General & Administrative Expenses	\$ 56,407.34	\$ 84,450.00	\$ (28,042.66)	\$ 126,675.00
Total Expenses	\$ 56,407.34	\$ 84,450.00	\$ (28,042.66)	\$ 126,675.00
Net Income (Loss)	\$ 1,213.07	\$ -	\$ 1,213.07	\$ -

Laurel Road CDD
FY 2022 Approved Proposed O&M Budget

	Year To Date				
	Actual Through 05/31/2021	Anticipated Jun. - Sep.	Anticipated FY 2021 Total	FY 2021 Adopted Budget	FY 2022 Approved Proposed Budget
<u>Revenues</u>					
Developer Contributions	\$ 57,620.38	\$ 46,665.60	\$ 104,285.98	\$ 126,675.00	\$ 121,355.00
Other Income & Other Financing Sources	0.03	-	0.03	-	-
Net Revenues	\$ 57,620.41	\$ 46,665.60	\$ 104,286.01	\$ 126,675.00	\$ 121,355.00
<u>General & Administrative Expenses</u>					
Supervisor Fees	\$ 8,800.00	\$ 4,000.00	\$ 12,800.00	\$ 12,000.00	\$ 12,000.00
Public Officials' Liability Insurance	2,250.00	-	2,250.00	2,475.00	2,475.00
Trustee Services	-	-	-	6,000.00	6,000.00
Management	13,333.36	6,666.68	20,000.04	45,000.00	30,000.00
Engineering	-	5,000.00	5,000.00	15,000.00	15,000.00
Dissemination Agent	-	5,000.00	5,000.00	5,000.00	5,000.00
District Counsel	12,923.00	6,461.50	19,384.50	20,000.00	20,000.00
Assessment Administration	-	7,500.00	7,500.00	7,500.00	7,500.00
Remortization Schedules	-	-	-	-	250.00
Audit	-	6,000.00	6,000.00	6,000.00	6,000.00
Postage & Shipping	38.85	19.43	58.28	300.00	300.00
Legal Advertising	12,584.02	6,292.01	18,876.03	1,000.00	10,000.00
Bank Fees	-	-	-	-	180.00
Miscellaneous	278.11	139.06	417.17	500.00	500.00
Office Supplies	-	-	-	-	250.00
Web Site Maintenance	3,250.00	800.00	4,050.00	2,700.00	2,700.00
Dues, Licenses, and Fees	200.00	-	200.00	175.00	175.00
General Insurance	2,750.00	-	2,750.00	3,025.00	3,025.00
Total General & Administrative Expenses	\$ 56,407.34	\$ 47,878.67	\$ 104,286.01	\$ 126,675.00	\$ 121,355.00
Total Expenses	\$ 56,407.34	\$ 47,878.67	\$ 104,286.01	\$ 126,675.00	\$ 121,355.00
Net Income (Loss)	\$ 1,213.07	\$ (1,213.07)	\$ -	\$ -	\$ -