

Laurel Road Community Development District

3501 Quadrangle Boulevard, Suite 270, 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, May 11, 2022 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 April 13, 2022, Board of Supervisors' Meeting
2. Consideration of Resolution 2022-08, Approving a Preliminary Budget for Fiscal Year 2023 and Setting a Public Hearing Date [Suggested Hearing Date of August 10, 2022]
3. Consideration of Resolution 2022-09, Designating Date, Time, and Location for Landowners Meeting
4. Letter from Supervisor of Elections, Sarasota County
5. Consideration of Landscape Contractors RFQ (under separate cover)
6. Review and Consideration of the Stormwater Needs Analysis Report
7. Ratification of Funding Requests No. 73
8. 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 April 13, 2022, Board
of Supervisors' Meeting

MINUTES OF MEETING

LAUREL ROAD COMMUNITY DEVELOPMENT DISTRICT BOARD OF SUPERVISORS MEETING

Wednesday, April 13, 2022, at 12:15 p.m.

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

Board Members present at roll call:

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

Also present at roll call via speakerphone or in-person:

Vivian Carvalho	District Manager-PFM Group Consulting LLC	
Venessa Ripoll	District Manager-PFM Group Consulting LLC	(via phone)
Ed Vogler	District Counsel- Vogler Ashton	(via phone)
Shawn Leins	District Engineer- AM Engineering	(via phone)
Bobbi Claybrooke	District Engineer- AM Engineering	(via phone)
Tom Panaseny	Neal Communities	(via phone)
Jim Schier	Neal Communities	
John McKay	J.H. McKay, LLC	
Pam Curran	Neal Communities	

FIRST ORDER OF BUSINESS

Administrative Matters

Call to Order and Roll Call

The Board of Supervisors' Meeting for Laurel Road CDD was called to order at 12:49 p.m. Ms. Carvalho proceeded with roll call and confirmed quorum to proceed with the meeting. Those in attendance are outlined above either in person or via speakerphone.

Public Comment Period

There were no members of the public present.

SECOND ORDER OF BUSINESS

Business Matters

Consideration of the Minutes of the March 9, 2022, Board of Supervisors' Meeting

The Board reviewed the Minutes from the March 9, 2022, Board of Supervisors' Meeting.

ON MOTION by Mr. Williams, seconded by Mr. Blakley, with all in favor, the Board approved the Minutes of the March 9, 2022, Board of Supervisors' Meeting.

Review and Consideration of the Tax Solutions Inc. Arbitrage Rebate Services, Series 2021A-1 & Series A-2

Ms. Carvalho explained that it was requested at the last meeting to obtain this proposal and the services to be provided will total \$600.00.

ON MOTION by Mr. Williams, seconded by Mr. Leinaweaver with all in favor, the Board approved the Arbitrage Rebate Services proposal with Tax Solutions Inc.

Review and Discussion of Wrathell, Hunt & Associates, LLC Proposal for District Management Services

Mr. Williams stated this item as well as the next item are related and were brought forward from the Developer and majority Landowner for the Board's review.

Mr. Williams explained there were issues noted by the developer and the majority landowner in relationship with issues that have occurred with PFM, current District Management company. The Board was presented with a proposal for new District Management services. The reason for the request for termination has nothing to do with professionalism or business acumen of Ms. Carvalho and Ms. Ripoll but rather significant billing and debt service errors from the back office. The majority landowner recently interviewed Wrathell, Hunt & Associates as part of the process of establishing a new District, so it was requested Lakes of Sarasota CDD consider the company for District Management services. It was stated Wrathell, Hunt & Associates, LLC agreed to keep the management fees the same as was budgeted for the fiscal year 2022.

The recommended start date is May 31, 2022.

ON MOTION by Mr. Williams, seconded by Mr. Blakley, with all in favor, the Board approved the Wrathell, Hunt & Associates, LLC Proposal for District Management Services.

Review and Discussion of Existing PFM Contracts for the District

Ms. Carvalho noted that District staff is looking for a motion to approve sending a letter to terminate services as of May 31, 2022, to both PFM Group Consulting LLC and PFM Financial Advisors LLC contract.

ON MOTION by Mr. Williams, seconded by Ms. Snow, with all in favor, the Board approved sending termination letters as outlined.

Ratification of Funding Requests No. 70 – No.72

ON MOTION by Mr. Williams, seconded by Ms. Snow, with all in favor, the Board Ratified Funding Requests No. 70 – No. 72.

Review of District Financial Statements

The Board reviewed the District Financial Statements through February 28, 2022.

ON MOTION by Mr. Leinaweaver, seconded by Mr. Williams, 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 – No Report

District Manager – Ms. Carvalho stated for the record the next scheduled meeting is May 11, 2022, at 12:15 at this location which will initiate the proposed FY 2023 Budget.

**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.

ON MOTION by Mr. Blakley, seconded by Mr. Williams, with all in favor, the April 13, 2022, Board of Supervisors' Meeting for the Laurel Road Community Development District at 12:56 p.m. was continued to April 28, 2022, at 11:00 a.m. at this location.

Secretary / Assistant Secretary

Chairperson / Vice Chairperson

Laurel Road Community Development District

Consideration of Resolution 2022-08, Approving a Preliminary
Budget for Fiscal Year 2023 and Setting a Public Hearing Date
[Suggested Hearing Date of August 10, 2022]

RESOLUTION 2022-08

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE LAUREL ROAD COMMUNITY DEVELOPMENT DISTRICT APPROVING THE PROPOSED BUDGET FOR FISCAL YEAR 2022/2023 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Laurel Road Community Development District (the “District”) was established by Ordinance No. 2020-13, adopted by the City Council in the City of Venice, Florida, effective as of April 28, 2020; and

WHEREAS, the District Manager has prepared and submitted to the Board of Supervisors of the Laurel Road Community Development District (the “Board”) the proposed budget for the Fiscal Year 2022/2023, which concludes September 30, 2023; and

WHEREAS, the Board has considered the proposed budget and desires to set the required public hearing thereon.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE LAUREL ROAD COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. PROPOSED BUDGET APPROVED. The proposed budget prepared by the District Manager for Fiscal Year 2022/2023 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said proposed budget.

SECTION 2. SETTING A PUBLIC HEARING. A public hearing on said approved proposed budget is hereby declared and set for the following date, hour and location:

DATE: _____, **2022**

HOOR: _____

LOCATION: _____

SECTION 3. TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENTS. The District Manager is hereby directed to submit a copy of the Proposed Budget to the City of Venice and Sarasota County at least 60 days prior to the hearing set above.

SECTION 4. POSTING OF PROPOSED BUDGET. In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed Budget on the District’s website at least two (2) days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

SECTION 5. PUBLICATION OF NOTICE. Notice of this public hearing shall be published in the manner prescribed in Florida law.

SECTION 6. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

SECTION 7. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 11th day of May, 2022.

ATTEST:

**LAUREL ROAD COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A: FY 2022/2023 proposed budget

Exhibit A
FY 2022/2023 proposed budget

[See attached]

Laurel Road CDD
FY 2023 Proposed O&M Budget

		Year To Date			
	Actual Through	Anticipated	Anticipated FY	FY 2022	FY 2023
	04/30/2022	05/2022 -	2022 Total	Adopted Budget	Proposed Budget
		09/2022			
<u>Revenues</u>					
Assessments	\$ -	\$ -	\$ -	\$ -	\$ 237,687.00
Developer Contributions	47,522.41	62,619.05	110,141.46	121,355.00	-
Net Revenues	\$ 47,522.41	\$ 62,619.05	\$ 110,141.46	\$ 121,355.00	\$ 237,687.00
<u>General & Administrative Expenses</u>					
Supervisor Fees	\$ 8,600.00	\$ 5,000.00	\$ 13,600.00	\$ 12,000.00	\$ 12,000.00
Public Officials' Liability Insurance	2,329.00	-	2,329.00	2,475.00	2,679.00
Trustee Services	-	6,000.00	6,000.00	6,000.00	6,000.00
Management	17,500.00	18,500.00	36,000.00	30,000.00	48,000.00
Engineering	-	6,250.00	6,250.00	15,000.00	15,000.00
Dissemination Agent	1,250.00	3,750.00	5,000.00	5,000.00	1,000.00
District Counsel	13,129.50	9,378.20	22,507.70	20,000.00	25,000.00
Assessment Administration	-	-	-	7,500.00	5,500.00
Reamortization Schedules	-	-	-	250.00	-
Audit	2,500.00	3,500.00	6,000.00	6,000.00	6,000.00
Arbitrage	-	-	-	-	600.00
Postage & Shipping	27.91	19.95	47.86	300.00	300.00
Legal Advertising	3,859.25	2,756.60	6,615.85	10,000.00	8,000.00
Bank Fees	-	-	-	180.00	90.00
Miscellaneous	0.05	-	0.05	500.00	500.00
Office Supplies	-	-	-	250.00	250.00
Web Site Maintenance	1,060.00	1,710.00	2,770.00	2,700.00	2,820.00
Dues, Licenses, and Fees	175.00	-	175.00	175.00	175.00
General Insurance	2,846.00	-	2,846.00	3,025.00	3,273.00
Lifestyle	-	-	-	-	20,000.00
Maintenance Staff	-	-	-	-	20,000.00
Gate Maintenance	-	-	-	-	1,000.00
Total General & Administrative Expenses	\$ 53,276.71	\$ 56,864.75	\$ 110,141.46	\$ 121,355.00	\$ 178,187.00
<u>Field Expenses</u>					
Electric	-	-	-	-	3,500.00
Equipment Rental	-	-	-	-	6,000.00
General Insurance	-	-	-	-	1,400.00
Property & Casualty Insurance	-	-	-	-	3,700.00
Water Reclaimed	-	-	-	-	5,000.00
Mitigation	-	-	-	-	-
Stormwater - Repair and Maintenance	-	-	-	-	-
Irrigation - Repair and Maintenance	-	-	-	-	200.00
Lake Maintenance	-	-	-	-	12,000.00
Landscaping Maintenance & Material	-	-	-	-	25,000.00
Landscape Improvements	-	-	-	-	2,500.00
Wetland Mitigation	-	-	-	-	-
Contingency	-	-	-	-	-
Equipment Repair & Maintenance	-	-	-	-	-
Street Sweeping	-	-	-	-	-
Lighting	-	-	-	-	200.00
Streetlights - Leasing	-	-	-	-	-
Total Field Expenses	\$ -	\$ -	\$ -	\$ -	\$ 59,500.00

Laurel Road CDD
FY 2023 Proposed O&M Budget

	Actual Through 04/30/2022	Year To Date Anticipated 05/2022 - 09/2022	Anticipated FY 2022 Total	FY 2022 Adopted Budget	FY 2023 Proposed Budget
<u>Visterra - Amenity</u>					
Clubhouse Electric	-	-	-	-	-
Clubhouse Water	-	-	-	-	-
Amenity - Telephone	-	-	-	-	-
Amenity - Cable TV / Internet / Wi-Fi	-	-	-	-	-
Amenity - Landscape Maintenance	-	-	-	-	-
Amenity - Irrigation Repairs	-	-	-	-	-
Amenity - Pool Maintenance	-	-	-	-	-
Amenity - Pool Equipment	-	-	-	-	-
Amenity - Exterior Cleaning	-	-	-	-	-
Amenity - Interior Cleaning	-	-	-	-	-
Amenity - Pest Control	-	-	-	-	-
Amenity - Fitness Equipment Leasing	-	-	-	-	-
Amenity - Envera Security - 8 monitored Camaras	-	-	-	-	-
Total Visterra - Amenity Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
 Total Expenses	 \$ 53,276.71	 \$ 56,864.75	 \$ 110,141.46	 \$ 121,355.00	 \$ 237,687.00
 Net Income (Loss)	 \$ (5,754.30)	 \$ 5,754.30	 \$ -	 \$ -	 \$ -

Laurel Road CDD
Fiscal Year 2023
Proposed Assessment Schedule

Land Use/ Product Type	# Units, Phase 1	# Units, Phase 2	ERU/Unit	Total ERUs	Net O&M Per Product Type	Gross O&M Per Product Type	Net O&M Assessment Per Unit (Phase 1)	Gross O&M Assessment Per Unit (Phase 1)	* Net A1 Debt Assessment Per Unit	* Gross A1 Debt Assessment Per Unit	** Gross A2 Debt Assessment Per Unit	Total Gross Assessments
SF 40'	75	0	0.80	60.0	18,599.33	19,999.28	247.99	266.66	1,519.00	1,633.48	25,410.00	27,310.14
SF 45'	67	0	0.90	60.3	18,692.32	20,099.27	278.99	299.99	1,709.00	1,837.66	22,647.00	24,784.65
SF 50'	85	85	1.00	170.0	52,698.09	56,664.62	619.98	666.65	1,899.00	2,041.85	31,763.00	34,471.50
SF 57'	42	107	1.14	169.9	52,654.69	56,617.95	1,253.68	1,348.04	2,165.00	2,327.70	36,209.00	39,884.74
Paired Villas (36' - 39')	122	0	0.75	91.5	28,363.97	30,498.90	232.49	249.99	1,424.00	1,531.38	23,822.00	25,603.37
Multi-Family	335	330	0.30	199.5	61,842.76	66,497.59	184.61	198.51	-	-	-	198.51
Assisted Living	0	52	0.30	15.6	4,835.83	5,199.82	-	-	-	-	-	-
	726	574		766.8	237,687.00	255,577.43						

* The gross Debt Assessment for the A1 Bond is a 30-year Debt Assessment. This Assessment is assessed at the same rate for that period of time.

** The gross Debt Assessment for the A2 Bond is the amount the Developer Entity will pay at the closing of each lot.

Laurel Road CDD

Budget Item Descriptions

FY 2022 – 2023

Revenues

On-Roll Assessments

The District can levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the Fiscal Year. Assessments collected via the tax collector are referred to as “On-Roll Assessments.”

General & Administrative Expenses

Supervisor Fees

Chapter 190 of the Florida Statutes allows for a member of the Board of Supervisors to be compensated for meeting attendance and to receive up to \$200.00 per meeting plus payroll taxes. The amount for the Fiscal Year is based upon all supervisors attending the meetings.

Public Officials’ Liability Insurance

Supervisors’ and Officers’ liability insurance.

Trustee Services

The Trustee submits invoices annually for services rendered on bond series. These fees are for maintaining the district trust accounts.

Management

The District receives Management and Administrative services as part of a Management Agreement with PFM Group Consulting, LLC. These services are further outlined in Exhibit “A” of the Management Agreement.

Engineering

The District’s engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of invoices, and all other engineering services as requested by the district throughout the year.

Dissemination Agent

When bonds are issued for the District, the Bond Indenture requires continuing disclosure, which the dissemination agent provides to the trustee and bond holders.

Laurel Road CDD

Budget Item Descriptions

FY 2022 – 2023

District Counsel

The District's legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts, and all other legal services as requested by the District throughout the year.

Assessment Administration

The District can levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the Fiscal Year. It is typically collected via the Tax Collector. The District Manager submits an Assessment Roll to the Tax Collector annually by the deadline set by the Tax Collector or Property Appraiser.

Reamortization Schedules

When debt is paid on a bond series, a new amortization schedule must be recalculated. This can occur up to four times per year per bond issue.

Audit

Chapter 218 of the Florida Statutes requires a District to conduct an annual financial audit by an Independent Certified Public Accounting firm. Some exceptions apply.

Arbitrage Calculation

Annual computations are necessary to calculate arbitrage rebate liability to ensure the District's compliance with all tax regulations.

Postage & Shipping

Mail, overnight deliveries, correspondence, etc.

Legal Advertising

The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to, monthly meetings, special meetings, and public hearings for the District.

Bank Fees

Bank fees associated with the services the District uses with the bank (e.g. remote deposit capture, positive pay, wire transfers, ACH payments, monthly maintenance, etc.).

Miscellaneous

Other general & administrative expenses incurred throughout the year.

Office Supplies

General office supplies associated with the District.

Laurel Road CDD
Budget Item Descriptions
FY 2022 – 2023

Web Site Maintenance

Website maintenance fee.

Dues, Licenses & Fees

The District is required to pay an annual fee to the Department of Economic Opportunity.

General Insurance

General liability insurance.

Laurel Road Community Development District

Consideration of Resolution 2022-09, Designating Date, Time,
and Location for Landowners Meeting

RESOLUTION 2022-09

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE LAUREL ROAD COMMUNITY DEVELOPMENT DISTRICT DESIGNATING A DATE, TIME AND LOCATION FOR A LANDOWNERS' MEETING AND ELECTION; PROVIDING FOR PUBLICATION; ESTABLISHING FORMS FOR THE LANDOWNER ELECTION; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, Laurel Road Community Development District ("**District**") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within City of Venice in Sarasota County, Florida; and

WHEREAS, pursuant to Section 190.006(1), *Florida Statutes*, the District's Board of Supervisors ("**Board**") "shall exercise the powers granted to the district pursuant to [Chapter 190, *Florida Statutes*]," and the Board shall consist of five members; and

WHEREAS, the District is statutorily required to hold a meeting of the landowners of the District for the purpose of electing Board Supervisors for the District on a date in November established by the Board, which shall be noticed pursuant to Section 190.006(2), *Florida Statutes*.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF LAUREL ROAD COMMUNITY DEVELOPMENT DISTRICT:

1. **EXISTING BOARD SUPERVISORS; SEATS SUBJECT TO ELECTIONS.** The Board is currently made up of the following individuals:

<u>Seat Number</u>	<u>Supervisor</u>	<u>Term Expiration Date</u>
1	Dale Weidemiller	2024
2	Pete Williams	2024
3	John Blakley	2022
4	Janice Snow	2022
5	John Leinaweaver	2022

This year, Seat 3, currently held by John Blakley, Seat 4, currently held by Janice Snow, and Seat 5, currently held by John Leinaweaver, are subject to election by landowners in November 2022. The two candidates receiving the highest number of votes shall be elected for a term of four (4) years. The candidate receiving the next highest number of votes shall be elected for a term of two (2) years. The term of office for each successful candidate shall commence upon election.

2. **LANDOWNER'S ELECTION.** In accordance with Section 190.006(2), *Florida Statutes*, the meeting of the landowners to elect Board Supervisor(s) of the District shall be held on the _____ day of November 2022, at _____ a/p.m., and located at _____.

3. **PUBLICATION.** The District's Secretary is hereby directed to publish notice of the landowners' meeting and election in accordance with the requirements of Section 190.006(2), *Florida Statutes*.

4. **FORMS.** Pursuant to Section 190.006(2)(b), *Florida Statutes*, the landowners' meeting and election have been announced by the Board at its _____, 2022 meeting. A sample notice of landowners' meeting and election, proxy, ballot form and instructions were presented at such meeting and are attached hereto as **Exhibit A**. Such documents are available for review and copying during normal business hours at the District's Local Records Office, located at _____, or at the office of the District Manager, PFM Group Consulting, LLC, located at 3501 Quadrangle Blvd. Suite 270, Orlando, Florida 32817.

5. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

6. **EFFECTIVE DATE.** This Resolution shall become effective upon its passage.

PASSED AND ADOPTED THIS ____ DAY OF _____, 2022.

**LAUREL ROAD COMMUNITY
DEVELOPMENT DISTRICT**

ATTEST:

CHAIRMAN / VICE CHAIRMAN

SECRETARY / ASST. SECRETARY

EXHIBIT A

**NOTICE OF LANDOWNERS' MEETING AND ELECTION AND MEETING OF THE BOARD OF
SUPERVISORS OF THE LAUREL ROAD COMMUNITY DEVELOPMENT DISTRICT**

Notice is hereby given to the public and all landowners within Laurel Road Community Development District ("**District**") the location of which is generally described as comprising a parcel or parcels of land containing approximately _____ acres, located east of _____, north of _____, south of _____ and west of _____, in the City of Venice in Sarasota County, Florida, advising that a meeting of landowners will be held for the purpose of electing three (3) person/people to the District's Board of Supervisors ("**Board**", and individually, "**Supervisor**"). Immediately following the landowners' meeting there will be convened a meeting of the Board for the purpose of considering certain matters of the Board to include election of certain District officers, and other such business which may properly come before the Board.

DATE: _____
TIME: _____
PLACE: _____

Each landowner may vote in person or by written proxy. Proxy forms may be obtained upon request at the office of the District Manager, PFM Group Consulting, LLC, located at 3501 Quadrangle Blvd, Suite 270., Orlando, Florida 32817 ("**District Manager's Office**"). At said meeting each landowner or his or her proxy shall be entitled to nominate persons for the position of Supervisor and cast one vote per acre of land, or fractional portion thereof, owned by him or her and located within the District for each person to be elected to the position of Supervisor. A fraction of an acre shall be treated as one acre, entitling the landowner to one vote with respect thereto. Platted lots shall be counted individually and rounded up to the nearest whole acre. The acreage of platted lots shall not be aggregated for determining the number of voting units held by a landowner or a landowner's proxy. At the landowners' meeting the landowners shall select a person to serve as the meeting chair and who shall conduct the meeting.

The landowners' meeting and the Board meeting are open to the public and will be conducted in accordance with the provisions of Florida law. One or both of the meetings may be continued to a date, time, and place to be specified on the record at such meeting. A copy of the agenda for these meetings may be obtained from the District Manager's Office. There may be an occasion where one or more supervisors will participate by telephone.

Any person requiring special accommodations to participate in these meetings is asked to contact the District Manager's Office, at least 48 hours before the hearing. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

A person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that such person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

Vivian Carvalho
District Manager
Run Date(s): _____ & _____

PUBLISH: ONCE A WEEK FOR 2 CONSECUTIVE WEEKS, THE LAST DAY OF PUBLICATION TO BE NOT FEWER THAN 14 DAYS OR MORE THAN 28 DAYS BEFORE THE DATE OF ELECTION, IN A NEWSPAPER WHICH IS IN GENERAL CIRCULATION IN THE AREA OF THE DISTRICT

**INSTRUCTIONS RELATING TO LANDOWNERS' MEETING OF
LAUREL ROAD COMMUNITY DEVELOPMENT DISTRICT
FOR THE ELECTION OF SUPERVISORS**

DATE OF LANDOWNERS' MEETING: _____, _____, 2022

TIME: _____ A.M./P.M.

LOCATION: _____

Pursuant to Chapter 190, *Florida Statutes*, and after a Community Development District ("**District**") has been established and the landowners have held their initial election, there shall be a subsequent landowners' meeting for the purpose of electing members of the Board of Supervisors ("**Board**") every two years until the District qualifies to have its board members elected by the qualified electors of the District. The following instructions on how all landowners may participate in the election are intended to comply with Section 190.006(2)(b), *Florida Statutes*.

A landowner may vote in person at the landowners' meeting, or the landowner may nominate a proxy holder to vote at the meeting in place of the landowner. Whether in person or by proxy, each landowner shall be entitled to cast one vote per acre of land owned by him or her and located within the District, for each position on the Board that is open for election for the upcoming term. A fraction of an acre shall be treated as one (1) acre, entitling the landowner to one vote with respect thereto. For purposes of determining voting interests, platted lots shall be counted individually and rounded up to the nearest whole acre. Moreover, please note that a particular parcel of real property is entitled to only one vote for each eligible acre of land or fraction thereof; therefore, two or more people who own real property in common, that is one acre or less, are together entitled to only one vote for that real property.

At the landowners' meeting, the first step is to elect a chair for the meeting, who may be any person present at the meeting. The landowners shall also elect a secretary for the meeting who may be any person present at the meeting. The secretary shall be responsible for the minutes of the meeting. The chair shall conduct the nominations and the voting. If the chair is a landowner or proxy holder of a landowner, he or she may nominate candidates and make and second motions. Candidates must be nominated and then shall be elected by a vote of the landowners. Nominees may be elected only to a position on the Board that is open for election for the upcoming term.

This year, three (3) seats on the Board will be up for election by landowners. The two candidates receiving the highest number of votes shall be elected for a term of four (4) years. The candidate receiving the next highest number of votes shall be elected for a term of two (2) years. The term of office for each successful candidate shall commence upon election.

A proxy is available upon request. To be valid, each proxy must be signed by one of the legal owners of the property for which the vote is cast and must contain the typed or printed name of the individual who signed the proxy; the street address, legal description of the property or tax parcel identification number; and the number of authorized votes. If the proxy authorizes more than one vote, each property must be listed and the number of acres of each property must be included. The signature on a proxy does not need to be notarized.

LANDOWNER PROXY

LAUREL ROAD COMMUNITY DEVELOPMENT DISTRICT CITY OF VENICE IN SARASOTA COUNTY, FLORIDA LANDOWNERS' MEETING – [DATE]

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints _____ (“**Proxy Holder**”) for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of the Laurel Road Community Development District to be held at

_____, and at any adjournments thereof, according to the number of acres of unplatted land and/or platted lots owned by the undersigned landowner that the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing that may be considered at said meeting including, but not limited to, the election of members of the Board of Supervisors. Said Proxy Holder may vote in accordance with his or her discretion on all matters not known or determined at the time of solicitation of this proxy, which may legally be considered at said meeting.

Any proxy heretofore given by the undersigned for said meeting is hereby revoked. This proxy is to continue in full force and effect from the date hereof until the conclusion of the landowners' meeting and any adjournment or adjournments thereof but may be revoked at any time by written notice of such revocation presented at the landowners' meeting prior to the Proxy Holder's exercising the voting rights conferred herein.

Printed Name of Legal Owner

Signature of Legal Owner

Date

Parcel Description

Acreage

Authorized Votes

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel. If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

Total Number of Authorized Votes:

NOTES: Pursuant to Section 190.006(2)(b), *Florida Statutes* (2019), a fraction of an acre is treated as one (1) acre entitling the landowner to one vote with respect thereto. For purposes of determining voting interests, platted lots shall be counted individually and rounded up to the nearest whole acre. Moreover, two (2) or more persons who own real property in common that is one acre or less are together entitled to only one vote for that real property.

If the fee simple landowner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto (e.g., bylaws, corporate resolution, etc.).

OFFICIAL BALLOT
LAUREL ROAD COMMUNITY DEVELOPMENT DISTRICT
CITY OF VENICE IN SARASOTA COUNTY, FLORIDA
LANDOWNERS' MEETING - _____

For Election (3 Supervisors): The two (2) candidates receiving the highest number of votes will each receive a four (4) year term, and the one (1) candidate receiving the next highest number of votes will receive a two (2) year term, with the term of office for the successful candidates commencing upon election.

The undersigned certifies that he/she/it is the fee simple owner of land, or the proxy holder for the fee simple owner of land, located within the [CDD Name] Community Development District and described as follows:

Description

Acreage

_____	_____
_____	_____
_____	_____

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel.] [If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

or

Attach Proxy.

I, _____, as Landowner, or as the proxy holder of _____ (Landowner) pursuant to the Landowner's Proxy attached hereto, do cast my votes as follows:

SEAT #	NAME OF CANDIDATE	NUMBER OF VOTES
3		
4		
5		

Date: _____

Signed: _____

Printed Name: _____

Laurel Road Community Development District

Letter from Supervisor of Elections, Sarasota County



Ron Turner
Supervisor of Elections
Sarasota County: *Our County. Our Vote.*

April 21, 2022

Jennifer Walden, Senior District Manager
PFM Group Consulting, LLC
3501 Quadrangle Blvd, Suite 270
Orlando FL 32817

Subject: Qualified Electors for Laurel Road CDD

Dear Jennifer:

Per your written request, I have calculated the qualified registered electors in Laurel Road Community Development District as of April 15, 2022.

I show no registered voters residing within the development at this time.

Sincerely,

Ron Turner
Supervisor of Elections
Sarasota County, Florida

RT/alp

Laurel Road Community Development District

Consideration of Landscape Contractors RFQ (under separate
cover)

Laurel Road Community Development District

Review and Consideration of the Stormwater Needs Analysis
Report



May 6, 2022

Via E-Mail: carvalhov@pfm.com

Ms. Vivian Carvalho
District Manager
PFM Group Consulting, LLC
3501 Quadrangle Boulevard
Suite 270
Orlando, FL 32817

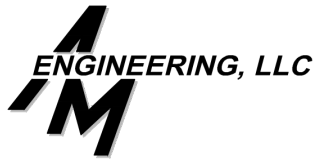
RE: Stormwater Needs Analysis – Laurel Road CDD
AME Job – NEAL0016CDD

Dear Vivian:

The Additional Services will cover the following:

- I. Laurel Road CDD Wastewater Needs Analysis – \$10,000.
Prepare a 20 Year Needs Analyses, as required per the Office of Economic & Demographic Research. The Florida Legislature required Wastewater 20-year Needs Analysis shall include:
 - A. Submission of the final draft Analysis to the CDD Manager and Board Supervisor appointed to oversee this Needs Analysis for review and comment, and time address any applicable comments.
 - B. Attendance of at least one Board meeting to review your analysis prior to submission to the local jurisdiction having authority (JHA), and time to incorporate any credible/justified comments the Board has (which should be minimal, if any). The final draft of the analysis will be provided a week ahead of the May 2022 meeting (or sooner if completed ahead of time) to allow time to incorporate comments into the analysis (if needed) and submitted prior to the end of June 2022.
 - C. Two site visits/meetings are included.
 - D. CDD will provide O&M information, budget data and projections.
 - E. The report shall include a detailed scription of the facilities used to provide wastewater services.
 - F. The number of current and projected connections as well as residents served shall be calculated in 5-year increments.
 - G. The current and projected service are for wastewater services shall be identified.
 - H. The report shall also include current and projected service area for wastewater services.
 - I. The current and projected cost of providing wastewater services shall be calculated in 5-year increments.
 - J. The remaining useful life of each facility or its major components will be estimated.

- K. The most recent 5-year history of annual contributions to, expenditures from, and balances of any capital account for maintenance or expansion of any facility or its major components shall be included.
 - L. The local JHA's plan to fund the maintenance or expansion of any facility or its major components shall be identified. The plan shall also include historical and estimated future revenues and expenditures with an evaluation of how the local JHA expects to close any projected funding gap.
- II. Laurel Road CDD Stormwater Analysis – \$12,000.
- Prepare a 20 Year Needs Analyses, as required per the Office of Economic & Demographic Research. The Florida Legislature required Stormwater 20-year Needs Analysis shall include:
- A. Submission of the final draft Analysis to the CDD Manager and Board Supervisor appointed to oversee this Needs Analysis for review and comment, and time address any applicable comments.
 - B. Attendance of at least one Board meeting to review your analysis prior to submission to the local jurisdiction having authority (JHA), and time to incorporate any credible/justified comments the Board has (which should be minimal, if any). The final draft of the analysis will be provided a week ahead of the May 2022 meeting (or sooner if completed ahead of time) to allow time to incorporate comments into the analysis (if needed) and submitted prior to the end of June 2022.
 - C. Two site visits/meetings are included.
 - D. CDD will provide O&M information, budget data and projections.
 - E. The report shall include a detailed description of the stormwater management program or stormwater management system as well as its facilities and projects.
 - F. The number of current and projected residents served shall be calculated in 5-year increments.
 - G. The current and projected service area for the stormwater management program or stormwater management system shall be identified.
 - H. The current and projected cost of providing stormwater management services shall be calculated in 5-year increments.
 - I. The remaining useful life of each facility or its major components will be estimated.
 - J. The most recent 5-year history of annual contributions to, expenditures from, and balances of any capital account for maintenance or expansion of any facility or its major components shall be included.
 - K. The local JHA's plan to fund the maintenance or expansion of any facility or its major components shall be identified. The plan shall also include historical and estimated future revenues and expenditures with an evaluation of how the local JHA expects to close any projected funding gap.



We propose to furnish the above services **for a lump sum of Twenty-Two Thousand Dollars (\$22,000)**, billed monthly on an hourly basis in accordance with the attached Fee Schedule. This amount does not include reimbursable costs such as printing, express mail, aerial photographs, plats, reference materials, survey supplies, etc., which will be billed directly to the project at cost, where applicable.

Respectfully

AM ENGINEERING, LLC

Bobbi R. Claybrooke, P.E.

Laurel Road Community Development District

Ratification of Funding Requests No. 73

LAUREL ROAD COMMUNITY DEVELOPMENT DISTRICT

Funding Request No. 73

FR #	Description	Amount	Total
73	CA Florida Holdings	\$ 283.25	
		Total	\$283.25

**LAUREL ROAD
COMMUNITY DEVELOPMENT DISTRICT**

Funding Request No. 073

4/8/2022

Item No.	Vendor	Invoice Number	General Fund
1	CA Florida Holdings Legal Advertising on 03/02/2022 ; Ad: 6938340	4479308	\$ 283.25
TOTAL			\$ 283.25

Venessa Ripoll
Secretary / Assistant Secretary


Board Member

**Laurel Road
Community Development District**

Review of District Financial Statements

Laurel Road CDD
Statement of Financial Position
As of 3/31/2022

	General Fund	Debt Service Fund	Capital Projects Fund	Long-Term Debt	Total
<u>Assets</u>					
<u>Current Assets</u>					
General Checking Account	\$3,942.95				\$3,942.95
Accounts Receivable - Due from Developer	9,386.55				9,386.55
Series 2021A1 Debt Service Reserve		\$327,259.38			327,259.38
Series 2021A2 Debt Service Reserve		164,843.75			164,843.75
Series 2021A Revenue		4.79			4.79
Series 2021A1 Capitalized Interest		360,344.51			360,344.51
Series 2021A2 Capitalized Interest		284,816.14			284,816.14
Series 2021A Acquisition/Construction			\$15,079,056.06		15,079,056.06
Series 2021A Cost of Issuance			5,000.05		5,000.05
Total Current Assets	<u>\$13,329.50</u>	<u>\$1,137,268.57</u>	<u>\$15,084,056.11</u>	<u>\$0.00</u>	<u>\$16,234,654.18</u>
<u>Investments</u>					
Amount Available in Debt Service Funds				\$1,137,268.57	\$1,137,268.57
Amount To Be Provided				21,212,731.43	21,212,731.43
Total Investments	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$22,350,000.00</u>	<u>\$22,350,000.00</u>
Total Assets	<u><u>\$13,329.50</u></u>	<u><u>\$1,137,268.57</u></u>	<u><u>\$15,084,056.11</u></u>	<u><u>\$22,350,000.00</u></u>	<u><u>\$38,584,654.18</u></u>
<u>Liabilities and Net Assets</u>					
<u>Current Liabilities</u>					
Accounts Payable	\$8,300.55				\$8,300.55
Deferred Revenue	9,386.55				9,386.55
Retainage Payable			\$155,925.77		155,925.77
Total Current Liabilities	<u>\$17,687.10</u>	<u>\$0.00</u>	<u>\$155,925.77</u>	<u>\$0.00</u>	<u>\$173,612.87</u>
<u>Long Term Liabilities</u>					
Revenue Bonds Payable - Long-Term				\$22,350,000.00	\$22,350,000.00
Total Long Term Liabilities	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$22,350,000.00</u>	<u>\$22,350,000.00</u>
Total Liabilities	<u><u>\$17,687.10</u></u>	<u><u>\$0.00</u></u>	<u><u>\$155,925.77</u></u>	<u><u>\$22,350,000.00</u></u>	<u><u>\$22,523,612.87</u></u>

Laurel Road CDD
Statement of Financial Position
As of 3/31/2022

	General Fund	Debt Service Fund	Capital Projects Fund	Long-Term Debt	Total
<u>Net Assets</u>					
Net Assets, Unrestricted	(\$0.05)				(\$0.05)
Net Assets - General Government	4,729.07				4,729.07
Current Year Net Assets - General Government	(9,086.62)				(9,086.62)
					0.00
Current Year Net Assets, Unrestricted		1,137,268.57			1,137,268.57
Net Assets, Unrestricted			(\$48,715.50)		(48,715.50)
Current Year Net Assets, Unrestricted			14,976,845.84		14,976,845.84
Total Net Assets	<u>(\$4,357.60)</u>	<u>\$1,137,268.57</u>	<u>\$14,928,130.34</u>	<u>\$0.00</u>	<u>\$16,061,041.31</u>
Total Liabilities and Net Assets	<u>\$13,329.50</u>	<u>\$1,137,268.57</u>	<u>\$15,084,056.11</u>	<u>\$22,350,000.00</u>	<u>\$38,584,654.18</u>

Laurel Road CDD
Statement of Activities
As of 3/31/2022

	General Fund	Debt Service Fund	Capital Projects Fund	Long-Term Debt	Total
<u>Revenues</u>					
Developer Contributions	\$38,135.86				\$38,135.86
Inter-Fund Transfers In	(0.02)				(0.02)
Debt Proceeds		\$1,584,257.51			1,584,257.51
Developer Contributions			\$677,949.07		677,949.07
Inter-Fund Transfers In			0.02		0.02
Debt Proceeds			20,981,133.29		20,981,133.29
Total Revenues	<u>\$38,135.84</u>	<u>\$1,584,257.51</u>	<u>\$21,659,082.38</u>	<u>\$0.00</u>	<u>\$23,281,475.73</u>
<u>Expenses</u>					
Supervisor Fees	\$7,600.00				\$7,600.00
Public Officials' Liability Insurance	2,329.00				2,329.00
Management	15,000.00				15,000.00
District Counsel	12,108.50				12,108.50
Audit	2,500.00				2,500.00
Postage & Shipping	27.91				27.91
Legal Advertising	3,576.00				3,576.00
Miscellaneous	0.05				0.05
Web Site Maintenance	1,060.00				1,060.00
Dues, Licenses, and Fees	175.00				175.00
General Insurance	2,846.00				2,846.00
Other Debt Service Costs		\$447,000.00			447,000.00
Trustee Services			\$5,725.00		5,725.00
Management			43,500.00		43,500.00
Engineering			106,664.09		106,664.09
District Counsel			35,000.00		35,000.00
Trustee Counsel			6,250.00		6,250.00
Bond Counsel			65,000.00		65,000.00
Developer Advance Repayment			1,414,329.73		1,414,329.73
Contingency			5,005,937.87		5,005,937.87
Total Expenses	<u>\$47,222.46</u>	<u>\$447,000.00</u>	<u>\$6,682,406.69</u>	<u>\$0.00</u>	<u>\$7,176,629.15</u>
<u>Other Revenues (Expenses) & Gains (Losses)</u>					
Interest Income		\$11.06			\$11.06
Interest Income			\$170.15		170.15
Total Other Revenues (Expenses) & Gains (Losses)	<u>\$0.00</u>	<u>\$11.06</u>	<u>\$170.15</u>	<u>\$0.00</u>	<u>\$181.21</u>
Change In Net Assets	(9,086.62)	\$1,137,268.57	\$14,976,845.84	\$0.00	\$16,105,027.79
Net Assets At Beginning Of Year	<u>\$4,729.02</u>	<u>\$0.00</u>	<u>(\$48,715.50)</u>	<u>\$0.00</u>	<u>(\$43,986.48)</u>
Net Assets At End Of Year	<u><u>(\$4,357.60)</u></u>	<u><u>\$1,137,268.57</u></u>	<u><u>\$14,928,130.34</u></u>	<u><u>\$0.00</u></u>	<u><u>\$16,061,041.31</u></u>

Laurel Road CDD
 Budget to Actual
 For the Month Ending 3/31/2022

	Year To Date			FY 2022
	Actual	Budget	Variance	Adopted Budget
<u>Revenues</u>				
Developer Contributions	\$ 38,135.86	\$ 60,677.52	\$ (22,541.66)	\$ 121,355.00
Net Revenues	\$ 38,135.86	\$ 60,677.52	\$ (22,541.66)	\$ 121,355.00
<u>General & Administrative Expenses</u>				
Supervisor Fees	\$ 7,600.00	\$ 6,000.00	\$ 1,600.00	\$ 12,000.00
Public Officials' Liability Insurance	2,329.00	1,237.50	1,091.50	2,475.00
Trustee Services	-	3,000.00	(3,000.00)	6,000.00
Management	15,000.00	15,000.00	-	30,000.00
Engineering	-	7,500.00	(7,500.00)	15,000.00
Dissemination Agent	-	2,500.02	(2,500.02)	5,000.00
District Counsel	12,108.50	10,000.02	2,108.48	20,000.00
Assessment Administration	-	3,750.00	(3,750.00)	7,500.00
Reamortization Schedules	-	124.98	(124.98)	250.00
Audit	2,500.00	3,000.00	(500.00)	6,000.00
Postage & Shipping	27.91	150.00	(122.09)	300.00
Legal Advertising	3,576.00	4,999.98	(1,423.98)	10,000.00
Bank Fees	-	90.00	(90.00)	180.00
Miscellaneous	0.05	250.08	(250.03)	500.00
Office Supplies	-	124.98	(124.98)	250.00
Web Site Maintenance	1,060.00	1,350.00	(290.00)	2,700.00
Dues, Licenses, and Fees	175.00	87.48	87.52	175.00
General Insurance	2,846.00	1,512.48	1,333.52	3,025.00
Total General & Administrative Expenses	\$ 47,222.46	\$ 60,677.52	\$ (13,455.06)	\$ 121,355.00
Total Expenses	\$ 47,222.46	\$ 60,677.52	\$ (13,455.06)	\$ 121,355.00
Net Income (Loss)	\$ (9,086.60)	\$ -	\$ (9,086.60)	\$ -