

**TOSCANA ISLES
COMMUNITY DEVELOPMENT
DISTRICT**

**REGULAR MEETING
AGENDA**

October 19, 2016

Toscana Isles Community Development District
2300 Glades Road, Suite 410W • Boca Raton, Florida 33431
Phone: (561) 571-0100 • Toll-free: (877) 276-0889 • Fax: (561) 571-0013

October 12, 2016

Board of Supervisors
Toscana Isles Community Development District

ATTENDEES:
Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

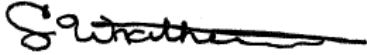
Dear Board Members:

A Regular Meeting of the Board of Supervisors of the Toscana Isles Community Development District will be held on **Wednesday, October 19, 2016 at 10:00 a.m.**, at the offices of Vanguard Land, LLC, located at 6561 Palmer Park Circle, Suite B, Sarasota, Florida 34238. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Ratification of the following:
 - A. Nostalgic Lampposts & Mailboxes Plus Speed Limit Signs and Porte-cochere Clearance Sign Proposal (\$2,075)
4. Approval of Minutes
 - A. **August 17, 2016** Regular Meeting
 - B. **September 7, 2016** Public Hearing and Regular Meeting
5. Other Business
6. Staff Reports
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
 - i. **NEXT MEETING DATE: November 4, 2016 at 10:00 A.M.**
7. Board Members' Comments/Requests
8. Public Comments
9. Adjournment

Should you have any questions, please do not hesitate to contact our office at (561) 571-0010.

Sincerely,



Craig Wrathell
District Manager

**FOR BOARD MEMBERS AND STAFF TO
ATTEND BY TELEPHONE:**

**Call-in number: 1-888-354-0094
Conference ID: 2144145**



**NOSTALGIC LAMPOSTS
& MAILBOXES PLUS**

P.O. Box 7202
North Port, FL 34290
941-223-1677
nlp1677@yahoo.com

Estimate

ADDRESS

Toscana Isles Community Development District
6561 Palmer Park Circle, Suite B
Sarasota, FL 34238

ESTIMATE #	DATE
1133	10/02/2016

ACTIVITY	QTY	RATE	AMOUNT
Speed limit sign to match existing community posts and bases with spike finial Speed limit mph of your choice Includes concrete footer and J bolts	2	925.00	1,850.00
Sign for porte-cochere Clearance 11' 6" Includes installation	1	225.00	225.00

Toscana Isles Community Development District

TOTAL

\$2,075.00

Accepted By, Samantha Hays, Chair

10-6-2016

Accepted Date

Speed limit signs to be 20 mph, be sized per standard speed limit signs and to be black letters with white background.
Portecochere sign to have 5" black letters with a white background and bronze border.
Nostalgic shall contact Alex Hays (941-724-0605) for direction on placement of speed limit and clearance signs.

1 **MINUTES OF MEETING**
2 **TOSCANA ISLES**
3 **COMMUNITY DEVELOPMENT DISTRICT**

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5 A Regular Meeting of the Board of Supervisors of the Toscana Isles Community
6 Development District was held on **Wednesday, August 17, 2016 at 10:00 a.m.**, at the offices of
7 Vanguard Land, LLC, located at 5310 Clark Road, Suite 106, Sarasota, Florida 34233.

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9 **Present at the meeting were:**

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11 Samantha Hays Chair
12 Alexander Hays Assistant Secretary
13 Daniel Peshkin Assistant Secretary
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15 **Also present were:**

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17 Michal Szymonowicz (*via telephone*) Wrathell, Hunt and Associates, LLC
18 John Vericker District Counsel
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21 **FIRST ORDER OF BUSINESS**

Call to Order/Roll Call

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23 Mr. Szymonowicz called the meeting to order at 10:00 a.m., and noted, for the record,
24 that Supervisors Samantha Hays, Alexander Hays and Daniel Peshkin were present in person.
25 Supervisors Brian Watson and John Peshkin were not present.
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27 **SECOND ORDER OF BUSINESS**

Public Comments

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29 There being no public comments, the next item followed.
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31 **THIRD ORDER OF BUSINESS**

**Discussion/Consideration: Renewal of
City of Venice District Utility
Maintenance Bond**

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35 Mr. Hayes stated that the Maintenance Bond was for the improvements installed in the
36 first phase and, based on the progress of the project and discussions with the City, the District is
37 required to renew the Maintenance Bond.
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On MOTION by Mr. Hays and seconded by Mr. Peshkin, with all in favor, renewal of City of Venice District Utility Maintenance Bond, was approved.

FOURTH ORDER OF BUSINESS

Discussion: Requisition 2014-187, Erosion Control Repairs (to be provided/reviewed at meeting)

Mr. Hays stated that Requisition 2014-187 was for material to help reinforce the erosion control barrier, also known as riprap.

On MOTION by Mr. Hayes and seconded by Mrs. Hayes, with all in favor, Requisition 2014-187, for erosion control repairs, was approved.

FIFTH ORDER OF BUSINESS

Discussion: Requisition 2014-188, Erosion Control Repairs and Other Miscellaneous Items (to be provided/reviewed at meeting)

Mr. Hays stated that Requisition 2014-188 was for reimbursement to the developer for repairs to the first phase bridge columns, as well as an invoice related to the previously discussed Maintenance Bond and other invoices related to erosion control repairs that have been received on a weekly basis.

On MOTION by Mr. Hays and seconded by Mr. Peshkin, with all in favor, Requisition 2014-188, for erosion control repairs and other miscellaneous items, was approved.

SIXTH ORDER OF BUSINESS

Ratification of the Following Items:

A. Lindsay Precast, Inc., Purchase Order for Precast Concrete Bridge (\$120,000)

Mr. Szymonowicz presented Lindsay Precast, Inc., Purchase Order, for precast concrete bridge, in the amount of \$120,000, and the Toscana Isles Master Association, Inc., Toscana Isles Stormwater Maintenance Association, Inc., Maintenance Agreement, for ratification.

77 Mr. Hays stated that the bridge was designed to be identical to the one in the first phase.
78 The amount was for the design, fabrication and delivery of the bridge.

79 **B. Toscana Isles Master Association, Inc., and Toscana Isles Stormwater Maintenance**
80 **Association, Inc., Maintenance Agreement**

81 Ms. Hays stated that the agreement was a tri-party agreement between the Toscana Isles
82 Master Association, Inc., Toscana Isles Storm Water Maintenance Association, Inc., and the
83 District. It was reviewed by District Counsel. The agreement would be in place to clarify which
84 entity owns and is responsible for the maintenance of the different areas, throughout the
85 subdivision. It would be used as a tool to guide the parties so each is clear about its
86 responsibilities.

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88 **On MOTION by Mrs. Hays and seconded by Mr. Peshkin,**
89 **with all in favor, the Lindsay Precast, Inc., Purchase Order for**
90 **precast concrete bridge, in the amount of \$120,000, and the**
91 **Tri-Party Maintenance Agreement between the Toscana Isles**
92 **Master Association, Inc., Toscana Isles Stormwater**
93 **Maintenance Association, Inc., and the District, were**
94 **approved.**

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97 **SEVENTH ORDER OF BUSINESS**

Approval of Unaudited Financial
Statements as of June 30, 2016

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100 Mr. Michal Szymonowicz presented the Unaudited Financial Statements as of June 30,
101 2016.

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103 **On MOTION by Mr. Hays and seconded by Mrs. Hays, with**
104 **all in favor, the Unaudited Financial Statements as of June 30,**
105 **2016, were approved.**

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108 **EIGHTH ORDER OF BUSINESS**

Approval of July 20, 2016 Regular
Meeting Minutes

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111 Mr. Szymonowicz presented the July 20, 2016 Regular Meeting Minutes and asked for
112 any additions, deletions or corrections.

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On MOTION by Mr. Hays and seconded by Mr. Peshkin, with all in favor, for Approval of July 20, 2016 Regular Meeting Minutes, were approved.

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NINTH ORDER OF BUSINESS **Other Business**

There being no other business, the next item followed.

TENTH ORDER OF BUSINESS **Staff Reports**

A. District Counsel

Mr. Vericker stated that a group has been sending public records requests to CDDs in the State. Upon receipt of any odd requests, via email or other means, for example, how many staples were bought in the previous year, the request should be passed to the District Manager or District Counsel to address.

Mr. Szymonowicz stated these requests were received by almost all of Management's CDDs. It is a very serious matter, if not attended to properly, so caution is required.

B. District Engineer

There being no report, the next item followed.

C. District Manager

i. UPCOMING MEETING DATES:

- **September 7, 2016 at 10:00 A.M.**
- **September 21, 2016 at 10:00 A.M.**

Mr. Szymonowicz indicated that the next meetings will be held on September 7 and September 21, 2016 at 10:00 a.m., at this location.

ELEVENTH ORDER OF BUSINESS **Board Members' Comments/Requests**

There being no Board Members' comments or requests, the next item followed.

TWELFTH ORDER OF BUSINESS **Public Comments**

There being no public comments, the next item followed.

149 **THIRTEENTH ORDER OF BUSINESS** **Adjournment**
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151 There being no further business to discuss, the meeting adjourned.
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153 **On MOTION by Mrs. Hays and seconded by Mr. Peshkin,**
154 **with all in favor, the meeting adjourned at 10:08 a.m.**
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158 [SIGNATURES APPEAR ON THE FOLLOWING PAGE]
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DRAFT

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Secretary/Assistant Secretary

Chair/Vice Chair

DRAFT

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**MINUTES OF MEETING
TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT**

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A Public Hearing and Regular Meeting of the Board of Supervisors of the Toscana Isles Community Development District was held on **Wednesday, September 7, 2016 at 10:00 a.m.**, at the offices of Vanguard Land, LLC, located at 6561 Palmer Park Circle, Suite B. Sarasota, Sarasota, Florida 34238.

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Present at the meeting were:

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Samantha Hays	Chair
Brian Watson	Vice Chair
Daniel Peshkin	Assistant Secretary

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Also present were:

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Craig Wrathell	Wrathell, Hunt and Associates, LLC
Vivek Babbar (<i>via telephone</i>)	District Counsel

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FIRST ORDER OF BUSINESS

Call to Order/Roll Call

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Mr. Wrathell called the meeting to order at 11:14 a.m., and noted, for the record, that Supervisors Samantha Hays, Brian Watson and Daniel Peshkin were present, in person. Supervisors John Peshkin and Alex Hays were not present. For the record, today's Public Hearing was scheduled for 10:00 a.m.; however, the District Manager was delayed, due to traffic. Ms. Hays confirmed that no members of the public were present from 10:00 a.m., onward.

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SECOND ORDER OF BUSINESS

Public Comments

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There being no public comments, the next item followed.

THIRD ORDER OF BUSINESS

**Public Hearing to Hear Comments and
Objections on Adoption of Fiscal Year
2016-2017 Budget**

A. Affidavit of Publication

40 Mr. Wrathell presented the affidavit of publication for today’s Public Hearing and
41 Regular Meeting.

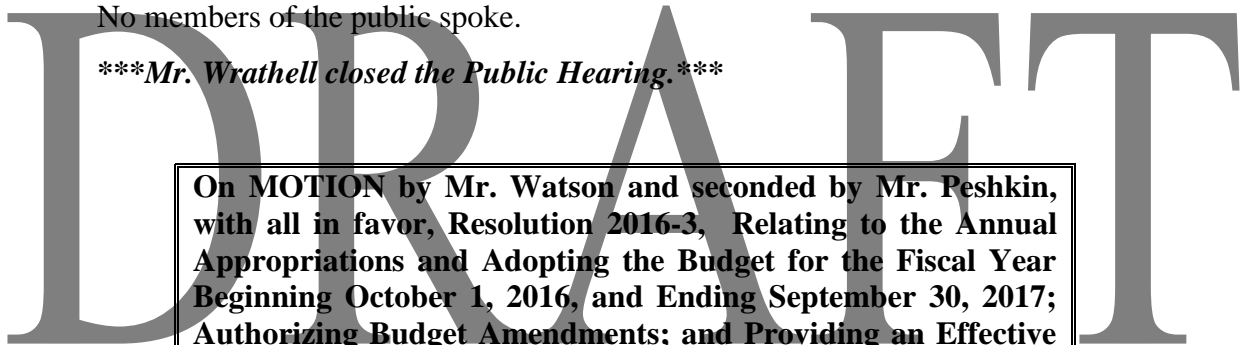
42 **B. Consideration of Resolution 2016-3, Relating to the Annual Appropriations and**
43 **Adopting the Budget for the Fiscal Year Beginning October 1, 2016, and Ending**
44 **September 30, 2017; Authorizing Budget Amendments; and Providing an Effective**
45 **Date**

46 Mr. Wrathell presented Resolution 2016-3 for the Board’s consideration. On Page 6,
47 under “Unit 1 Phase 1 Units – On-Roll”, 164 platted and sold lots would be placed on the County
48 tax bill. The “Unit 1 Phase 2 Units” and “Unit 1 Phase 3 Units” were off-roll. To date, debt was
49 not issued on the “Unit 1 Phase 3 Units”; therefore, no debt was allocable to those properties.
50 Off-roll assessments would continue to be an off-roll assessment to the Master Developer.
51 “Legal” was reduced from \$10,000 to \$7,500 and there was a slight increase for “Website”.

52 ****Mr. Wrathell opened the Public Hearing.****

53 No members of the public spoke.

54 ****Mr. Wrathell closed the Public Hearing.****



**On MOTION by Mr. Watson and seconded by Mr. Peshkin,
with all in favor, Resolution 2016-3, Relating to the Annual
Appropriations and Adopting the Budget for the Fiscal Year
Beginning October 1, 2016, and Ending September 30, 2017;
Authorizing Budget Amendments; and Providing an Effective
Date, was adopted.**

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65 **FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2016-4,
Imposing Special Assessments and
Certifying an Assessment Roll; Providing
a Severability Clause; and Providing an
Effective Date**

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71 Mr. Wrathell presented Resolution 2016-4 for the Board’s consideration. The Resolution
72 commemorated that 164 platted and sold units would be placed on the tax bill, utilizing the
73 uniform method of levying and collecting assessments. The property owned by the Master
74 Developer would be billed off-roll.

75 Mr. Watson referred to “SECTION 3”, which stated that 50% was due no later than
76 December 1, 2016. Previously, all off-roll assessments were due and payable around March 15
77 or April 1. Mr. Wrathell explained that, for the first quarter, there was typically a delay in

78 assessment collections, which created a cash flow issue. Mr. Watson stated that the Developer
79 would advance the funds. In Fiscal Year 2016, the Developer advanced funds for the Operation
80 and Maintenance (O&M) expenditures, on an as-needed basis. When the District collected the
81 assessments, in total, the Developer was reimbursed, which Mr. Watson preferred. Mr. Wrathell
82 indicated that Resolution 2016-4 would be adopted with an amendment to "SECTION 3".

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On MOTION by Mr. Watson and seconded by Ms. Hays, with all in favor, Resolution 2016-4, Imposing Special Assessments and Certifying an Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, as amended, was adopted.

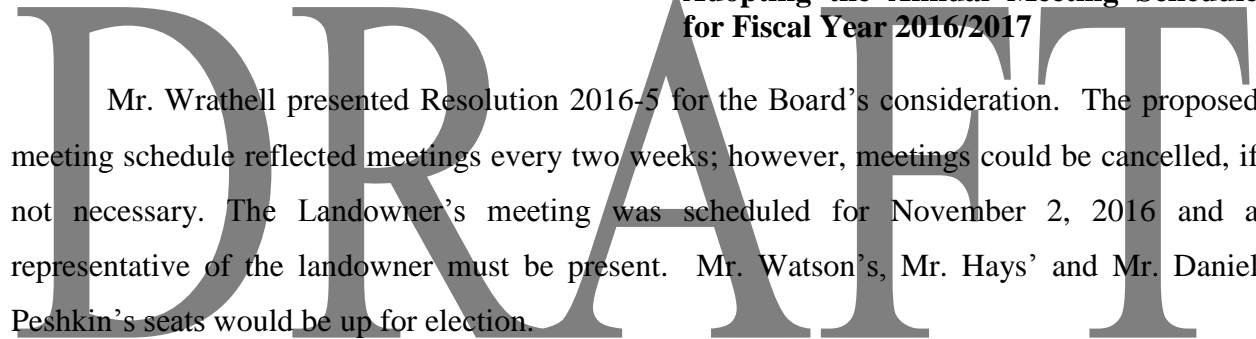
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FIFTH ORDER OF BUSINESS

Consideration of Resolution 2016-5, Adopting the Annual Meeting Schedule for Fiscal Year 2016/2017

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95 Mr. Wrathell presented Resolution 2016-5 for the Board's consideration. The proposed
96 meeting schedule reflected meetings every two weeks; however, meetings could be cancelled, if
97 not necessary. The Landowner's meeting was scheduled for November 2, 2016 and a
98 representative of the landowner must be present. Mr. Watson's, Mr. Hays' and Mr. Daniel
99 Peshkin's seats would be up for election.



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On MOTION by Ms. Hays and seconded by Mr. Peshkin, with all in favor, Resolution 2016-5, Adopting the Annual Meeting Schedule for Fiscal Year 2016/2017, was adopted.

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SIXTH ORDER OF BUSINESS

Ratification of Items

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108 Mr. Wrathell presented Requisition 189, for LALP Development, LLC, in the amount of
109 \$46,395.78, for work related to wash outs. Many small contractors performed repairs and the
110 Developer funded the invoices; the requisition would reimburse the developer.

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On MOTION by Ms. Hays and seconded by Mr. Peshkin, with all in favor, Requisition 189, for LALP Development, LLC, in the amount of \$46,395.78, was approved.

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115 SEVENTH ORDER OF BUSINESS Approval of Unaudited Financial
116 Statements as of July 31, 2016
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118 Mr. Wrathell presented the Unaudited Financial Statements as of July 31, 2016.
119 Assessments were 100% collected.

120 Mr. Watson asked to table approval of the financial statements until the next meeting.
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122 EIGHTH ORDER OF BUSINESS Other Business
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124 There being no other business to discuss, the next item followed.
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126 NINTH ORDER OF BUSINESS Staff Reports
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128 A. District Counsel

129 There being no report, the next item followed.

130 B. District Engineer

131 There being no report, the next item followed.

132 C. District Manager

133 i. NEXT MEETING DATE: September 21, 2016 at 10:00 A.M.

134 Mr. Wrathell indicated that the next meeting will be held on September 21, 2016 at 10:00
135 a.m., at this location.

137 TENTH ORDER OF BUSINESS Board Members' Comments/Requests
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139 There being no Board Members' comments or requests, the next item followed.
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141 ELEVENTH ORDER OF BUSINESS Public Comments
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143 There being no public comments, the next item followed.
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145 TWELFTH ORDER OF BUSINESS Adjournment
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147 There being no further business to discuss, the meeting adjourned.
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149 **On MOTION by Mr. Watson and seconded by Ms. Hays, with**
150 **all in favor, the meeting adjourned at 11:29 a.m.**

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Secretary/Assistant Secretary

Chair/Vice Chair

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