

**TOSCANA ISLES  
COMMUNITY DEVELOPMENT  
DISTRICT**

**REGULAR MEETING  
AGENDA**

**January 18, 2017**

**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

January 11, 2017

Board of Supervisors  
Toscana Isles Community Development District

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

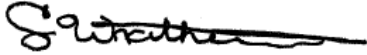
Dear Board Members:

A Regular Meeting of the Board of Supervisors of the Toscana Isles Community Development District will be held on **Wednesday, January 18, 2017, 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. Approval of Requisitions
4. Ratification of Contract/Change Order/Purchase Order
5. Approval of Unaudited Financial Statements as of November 30, 2016
6. Approval of Minutes:
  - A. December 7, 2016 Regular Meeting
  - B. December 21, 2016 Regular Meeting
7. Staff Reports
  - A. District Counsel
  - B. District Engineer
  - C. District Manager
    - i. **NEXT MEETING DATE: February 1, 2017 at 10:00 A.M.**
8. Board Members' Comments/Requests
9. Public Comments
10. 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**

**TOSCANA ISLES  
COMMUNITY DEVELOPMENT DISTRICT  
FINANCIAL STATEMENTS  
UNAUDITED  
NOVEMBER 30, 2016**

**TOSCANA ISLES  
COMMUNITY DEVELOPMENT DISTRICT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
NOVEMBER 30, 2016**

	General Fund	Debt Service Fund	Capital Projects Fund	Total Governmental Funds
<b>ASSETS</b>				
Cash	\$ 25,033	\$ -	\$ -	\$ 25,033
Investments				
Reserve	-	719,440	-	719,440
Revenue	-	14	-	14
Construction	-	-	148,412	148,412
Due from general fund	-	6,296	-	6,296
Total assets	<u>\$ 25,033</u>	<u>\$ 725,750</u>	<u>\$ 148,412</u>	<u>\$ 899,195</u>
<b>LIABILITIES</b>				
Liabilities:				
Accounts payable	\$ 44	\$ -	\$ -	\$ 44
Retainage payable	-	-	760	760
Due to Developer	2,500	-	-	2,500
Due to debt service fund	6,296	-	-	6,296
Total liabilities	<u>8,840</u>	<u>-</u>	<u>760</u>	<u>9,600</u>
<b>FUND BALANCES</b>				
Restricted for:				
Debt service	-	725,750	-	725,750
Capital projects	-	-	147,652	147,652
Unassigned	16,193	-	-	16,193
Total fund balances	<u>16,193</u>	<u>725,750</u>	<u>147,652</u>	<u>889,595</u>
Total liabilities and fund balances	<u>\$ 25,033</u>	<u>\$ 725,750</u>	<u>\$ 148,412</u>	<u>\$ 899,195</u>

**TOSCANA ISLES  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
FOR THE PERIOD ENDED NOVEMBER 30, 2016**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Assessment levy	\$ 471	\$ 471	\$ 18,320	3%
Assessment levy: off-roll	-	22,857	53,876	42%
Interest and miscellaneous	1	2	-	N/A
Total revenues	<u>472</u>	<u>23,330</u>	<u>72,196</u>	32%
<b>EXPENDITURES</b>				
<b>Professional &amp; administrative</b>				
Management/accounting/recording	3,333	6,667	40,000	17%
Legal	338	338	7,500	5%
Engineering	-	-	1,000	0%
Audit	-	-	3,800	0%
Arbitrage rebate calculation	-	-	1,200	0%
Dissemination agent	83	167	1,000	17%
Trustee	4,327	4,327	7,500	58%
Telephone	17	33	200	17%
Postage	155	161	500	32%
Printing & binding	42	83	500	17%
Legal advertising	-	371	1,200	31%
Annual special district fee	-	175	175	100%
Insurance	-	6,185	6,235	99%
Contingencies	28	55	500	11%
Website	-	631	600	105%
Tax Collector	7	7	286	2%
Total professional & administrative	<u>8,330</u>	<u>19,200</u>	<u>72,196</u>	27%
Excess/(deficiency) of revenues over/(under) expenditures	(7,858)	4,130	-	
Fund balances - beginning	24,051	12,063	3,156	
Fund balances - ending	<u>\$ 16,193</u>	<u>\$ 16,193</u>	<u>\$ 3,156</u>	

**TOSCANA ISLES  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND SERIES 2014  
FOR THE PERIOD ENDED NOVEMBER 30, 2016**

	Current Month	Year To Date	Budget	% of Budget
<b>REVENUES</b>				
Special assessment - on roll	\$ 7,225	\$ 7,225	\$ 280,545	3%
Special assessment: off-roll	-	-	501,722	0%
Interest	6	11	-	N/A
Total revenues	<u>7,231</u>	<u>7,236</u>	<u>782,267</u>	
<b>EXPENDITURES</b>				
<b>Debt service</b>				
Principal	140,000	140,000	140,000	100%
Principal prepayment	5,000	5,000	-	N/A
Interest	315,087	315,087	626,150	50%
Tax collector	108	108	4,384	2%
Total expenditures	<u>460,195</u>	<u>460,195</u>	<u>770,534</u>	
Excess/(deficiency) of revenues over/(under) expenditures	(452,964)	(452,959)	11,733	
Fund balances - beginning	<u>1,178,714</u>	<u>1,178,709</u>	<u>1,178,679</u>	
Fund balances - ending	<u>\$ 725,750</u>	<u>\$ 725,750</u>	<u>\$ 1,190,412</u>	

**TOSCANA ISLES  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
CAPITAL PROJECTS FUND SERIES 2014  
FOR THE PERIOD ENDED NOVEMBER 30, 2016**

	Current Month	Year To Date
<b>REVENUES</b>		
Interest	\$ 1	\$ 2
Total revenues	1	2
<b>EXPENDITURES</b>		
Capital outlay	13,000	13,000
Total expenditures	13,000	13,000
Excess/(deficiency) of revenues over/(under) expenditures	(12,999)	(12,998)
Fund balances - beginning	160,651	160,650
Fund balances - ending	\$ 147,652	\$ 147,652



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

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

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**Present at the meeting were:**

Samantha Hays	Chair
Brian Watson	Vice Chair
John Peshkin	Assistant Secretary

**Also present were:**

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

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Cerbone called the meeting to order at 10:00 a.m., and noted, for the record, that Supervisors Samantha Hays, Brian Watson, and John Peshkin were present, in person. Supervisors Daniel Peshkin and Alexander Hays were not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There being no public comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of Requisitions**

- **Sarasota Land Services, Inc., Requisition #199, for Erosion Control (\$3,070)**  
Mr. Watson presented Sarasota Land Services, Inc., Requisition #199, for erosion control, in the amount of \$3,070, for approval.
- **Juniper Landscaping, Inc., Requisition #200, for Erosion Control (\$2,970)**  
Mr. Watson presented Juniper Landscaping, Inc., Requisition #200, for erosion control, in the amount of \$2,970, for approval.

40     ▪     **Care Electric, Inc., Requisition #201, Lighting Installation at Front Entry (\$2,950)**

41             Mr. Watson presented Care Electric, Inc., Requisition #201, for installation of high  
42 voltage lighting at the front entry, in the amount of \$2,950, for approval.

43     ▪     **Curbco, Inc., Requisition #202, for Erosion Control (\$2,507.50)**

44             Mr. Watson presented Curbco, Inc., Requisition #202, for erosion control, in the amount  
45 of \$2,507.50, for approval.

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47             **On MOTION by Mrs. Hays and seconded by Mr. Peshkin,**  
48             **with all in favor, the Sarasota Land Services, Inc., Requisition**  
49             **#199, for erosion control, in the amount of \$3,070, Juniper**  
50             **Landscaping Inc., Requisition #200, for erosion control, in the**  
51             **amount of \$2,970, Care Electric, Inc, Requisition #201, for**  
52             **installation of high voltage lighting at the front entry, in the**  
53             **amount of \$2,950, and Curbco, Inc., Requisition #202, for**  
54             **erosion control, in the amount of \$2,507.50, were approved.**

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57     **FOURTH ORDER OF BUSINESS**

**Staff Reports**

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59     **A.     District Counsel**

60             There being no report, the next item followed.

61     **B.     District Engineer**

62             There being no report, the next item followed.

63     **C.     District Manager**

64             **i.     NEXT MEETING DATE: December 21, 2016 at 10:00 A.M.**

65             Ms. Carbone stated that the next meeting will be held on December 21, 2016 at 10:00  
66 a.m.

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68     **FIFTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

69             There being no Board Members' comments or requests, the next item followed.  
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72     **SIXTH ORDER OF BUSINESS**

**Public Comments**

73             There being no public comments, the next item followed.  
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76     **SEVENTH ORDER OF BUSINESS**

**Adjournment**

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78           There being no further business to discuss, the meeting adjourned.

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80           **On MOTION by Mr. Watson and seconded by Mrs. Hays, with**  
81           **all in favor, the meeting adjourned at 10:06 a.m.**

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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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DRAFT

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Secretary/Assistant Secretary

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Chair/Vice Chair

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

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A Regular Meeting of the Board of Supervisors of the Toscana Isles Community Development District was held on **Wednesday, December 21, 2016**, at **10:00 a.m.**, at the **offices of Vanguard Land, LLC, located at 6561 Palmer Park Circle, Suite B, Sarasota, Florida 34238.**

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**Present at the meeting were:**

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Samantha Hays	Chair
Brian Watson	Vice Chair
Alexander Hays	Assistant Secretary

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**Also present were:**

Cindy Cerbone ( <i>via telephone</i> )	Wrathell, Hunt and Associates, LLC
John Vericker ( <i>via telephone</i> )	District Counsel

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**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Cerbone called the meeting to order at 10:00 a.m., and noted, for the record, that Supervisors Samantha Hays, Brian Watson and Alexander Hays were present, in person. Supervisors Daniel Peshkin and John Peshkin were not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There being no public comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of Requisitions**

Ms. Cerbone advised that the Curbcoco, Inc., requisition presented at the December 7, 2016 meeting was approved at a previous meeting and should not have been presented for consideration. Furthermore, the Curbcoco, Inc., requisition was categorized with a group of requisitions related to erosion control and should not have been included in that category.

Mr. Watson asked to discuss this item after the Fourth Order of Business.

41 **FOURTH ORDER OF BUSINESS**

**Ratification of Southern Pine Lumber Co., Sheet Piling Material Order (\$55,980)**

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45 Mr. Hays presented a sheet piling material order from Southern Pine Lumber Co., in the  
46 amount of \$55,980, for a seawall for the erosion control barrier, for the next phase.

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48 **On MOTION by Mr. Hays and seconded by Mrs. Hays, with**  
49 **all in favor, the Southern Pine Lumber Co. sheet piling**  
50 **material order, in the amount of \$55,980, for a seawall for the**  
51 **erosion control barrier, for the next phase, was ratified.**

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54 **▪ Approval of Requisitions**

55 ***\*\*\*This item, previously the Third Order of Business, was presented out of order.\*\*\****

56 **• Requisition #203, 50% Deposit to LALP Development, LLC, (\$27,990)**

57 Mr. Watson stated that a 50% deposit was required for the sheet piling material order and  
58 the developer, LALP Development, LLC, requested reimbursement via Requisition #203, in the  
59 amount of \$27,990.

60 **• Requisition #204, Remaining 50% COD and Final Payment to Southern Pine**  
61 **Lumber Co. (\$27,990)**

62 Mr. Watson stated that the material ordered was by Cash on Delivery (COD) and a check  
63 must be presented to the truck driver upon delivery. The check for Requisition #204, in the  
64 amount of \$27,990, should be sent to E.M. Engineering, who, as the Engineer of Record, would  
65 ensure delivery prior to releasing the check.

66  
67 **On MOTION by Mr. Hays and seconded by Mrs. Hays, with**  
68 **all in favor, Requisition #203, for reimbursement to LALP**  
69 **Development, LLC, for the 50% deposit required by Southern**  
70 **Pine Lumber Co., for sheet piling material, in the amount of**  
71 **\$27,990, and Requisition #204, for the remaining 50% as COD**  
72 **and final payment to Southern Pine Lumber Co., in the**  
73 **amount of \$27,990, to be sent to E.M. Engineering, who would**  
74 **ensure delivery and release payment, were approved.**

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77 Mr. Vericker requested an explanation of the requisitions, via email, for auditing  
78 purposes.

79 For the record, Mr. Watson noted a similar situation where there were three or four truck  
80 loads of material for this particular vendor and it was handled in the same manner.

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82 **FIFTH ORDER OF BUSINESS** **Consideration of Development**  
83 **Acquisition Agreement (Units 2 and 3)**

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85 Mr. Vericker stated that an Acquisition Agreement was prepared for the next phase using  
86 the Engineer’s Report from February, 2014, which referred to the next phase as Units 2 and 3.  
87 Based on the report, up to \$7,101,727 of infrastructure could be conveyed to the District in those  
88 phases and the Agreement outlines the plan for acquisition of the infrastructure, paid for by the  
89 Developer, from the next series of bonds. Since the phasing labels may change, if the Engineer’s  
90 Report is updated to reflect different costs, it could also reflect what the new phasing schedule  
91 would be called.

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93 **On MOTION by Mr. Watson and seconded by Mr. Hays, with**  
94 **all in favor, the Development Acquisition Agreement for Units**  
95 **2 and 3, was approved.**

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98 **SIXTH ORDER OF BUSINESS** **Approval of Unaudited Financial**  
99 **Statements as of October 31, 2016**

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101 Ms. Cerbone presented the Unaudited Financial Statements as of October 31, 2016.  
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104 **On MOTION by Mr. Hays and seconded by Mrs. Hays, with**  
105 **all in favor, the Unaudited Financial Statements as of October**  
106 **31, 2016, were approved.**

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109 **SEVENTH ORDER OF BUSINESS** **Approval of Minutes**

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111 **A. November 2, 2016 Landowners’ Meeting**  
112 **B. November 2, 2016 Regular Meeting**  
113 **C. November 16, 2016 Regular Meeting**

114 Ms. Cerbone presented the November 2, 2016 Landowners’ Meeting, November 2, 2016  
115 Regular Meeting and November 16, 2016 Regular Meeting minutes and asked for any additions,  
116 deletions or corrections.

117 With regard to the November 2, 2016 Regular Meeting minutes, the following change  
118 was made:

119 Line 55: Add “Secretary and” before “Treasurer”

120

121 **On MOTION by Mr. Watson and seconded by Mrs. Hays, with**  
122 **all in favor, the November 2, 2016 Landowners’ Meeting and**  
123 **November 16, 2016 Regular Meeting Minutes, as presented,**  
124 **and the November 2, 2016 Regular Meeting Minutes, as**  
125 **amended, were approved.**

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128 **EIGHTH ORDER OF BUSINESS**

**Staff Reports**

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130 **A. District Counsel**

131 There being no report, the next item followed.

132 **B. District Engineer**

133 There being no report, the next item followed.

134 **C. District Manager**

135 **i. NEXT MEETING DATE: January 4, 2017 at 10:00 A.M.**

136 Ms. Carbone stated that the next meeting will be held on January 4, 2017 at 10:00 a.m.

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138 **NINTH ORDER OF BUSINESS**

**Board Members’ Comments/Requests**

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

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142 **TENTH ORDER OF BUSINESS**

**Public Comments**

143 There being no public comments, the next item followed.

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146 **ELEVENTH ORDER OF BUSINESS**

**Adjournment**

147 There being no further business to discuss, the meeting adjourned.

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150 **On MOTION by Mr. Hays and seconded by Mrs. Hays, with**  
151 **all in favor, the meeting adjourned at 10:11 a.m.**

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Secretary/Assistant Secretary

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Chair/Vice Chair

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