

**TOSCANA ISLES
COMMUNITY DEVELOPMENT
DISTRICT**

**REGULAR MEETING
AGENDA**

February 15, 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

February 8, 2017

Board of Supervisors
Toscana Isles Community Development District

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

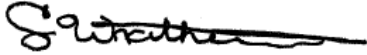
Dear Board Members:

A Regular Meeting of the Board of Supervisors of the Toscana Isles Community Development District will be held on **Wednesday, February 15, 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 Requisition(s)
4. Ratification of Contract/Change Order(s)/Purchase Order(s)
5. Approval of Unaudited Financial Statements as of December 31, 2016
6. Approval of Minutes:
 - A. January 4, 2017 Regular Meeting
 - B. January 18, 2017 Regular Meeting
7. Staff Reports
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
 - i. **NEXT MEETING DATE: March 15, 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
DECEMBER 31, 2016**

**TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
DECEMBER 31, 2016**

	General Fund	Debt Service Fund	Capital Projects Fund	Total Governmental Funds
ASSETS				
Cash	\$ 307,539	\$ -	\$ -	\$ 307,539
Investments				
Reserve	-	719,440	-	719,440
Revenue	-	18	-	18
Construction	-	-	136,915	136,915
Due from general fund	-	265,568	-	265,568
Total assets	<u>\$ 307,539</u>	<u>\$ 985,026</u>	<u>\$ 136,915</u>	<u>\$ 1,429,480</u>
LIABILITIES				
Liabilities:				
Retainage payable	\$ -	\$ -	\$ 760	\$ 760
Due to Developer	2,500	-	-	2,500
Due to debt service fund	265,568	-	-	265,568
Total liabilities	<u>268,068</u>	<u>-</u>	<u>760</u>	<u>268,828</u>
FUND BALANCES				
Restricted for:				
Debt service	-	985,026	-	985,026
Capital projects	-	-	136,155	136,155
Unassigned	39,471	-	-	39,471
Total fund balances	<u>39,471</u>	<u>985,026</u>	<u>136,155</u>	<u>1,160,652</u>
Total liabilities and fund balances	<u>\$ 307,539</u>	<u>\$ 985,026</u>	<u>\$ 136,915</u>	<u>\$ 1,429,480</u>

**TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED DECEMBER 31, 2016**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ 17,189	\$ 17,661	\$ 18,320	96%
Assessment levy: off-roll	10,340	33,197	53,876	62%
Interest and miscellaneous	6	8	-	N/A
Total revenues	<u>27,535</u>	<u>50,866</u>	<u>72,196</u>	70%
EXPENDITURES				
Professional & administrative				
Management/accounting/recording	3,333	10,000	40,000	25%
Legal	478	816	7,500	11%
Engineering	-	-	1,000	0%
Audit	-	-	3,800	0%
Arbitrage rebate calculation	-	-	1,200	0%
Dissemination agent	83	250	1,000	25%
Trustee	-	4,327	7,500	58%
Telephone	17	50	200	25%
Postage	22	183	500	37%
Printing & binding	42	125	500	25%
Legal advertising	-	371	1,200	31%
Annual special district fee	-	175	175	100%
Insurance	-	6,185	6,235	99%
Contingencies	25	80	500	16%
Website	-	631	600	105%
Tax Collector	258	265	286	93%
Total professional & administrative	<u>4,258</u>	<u>23,458</u>	<u>72,196</u>	32%
Excess/(deficiency) of revenues over/(under) expenditures	23,277	27,408	-	
Fund balances - beginning	16,194	12,063	3,156	
Fund balances - ending	<u>\$ 39,471</u>	<u>\$ 39,471</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 DECEMBER 31, 2016**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Special assessment - on roll	\$ 263,221	\$ 270,446	\$ 280,545	96%
Special assessment: off-roll	-	-	501,722	0%
Interest	4	15	-	N/A
Total revenues	<u>263,225</u>	<u>270,461</u>	<u>782,267</u>	
EXPENDITURES				
Debt service				
Principal	-	140,000	140,000	100%
Principal prepayment	-	5,000	-	N/A
Interest	-	315,087	626,150	50%
Tax collector	3,949	4,057	4,384	93%
Total expenditures	<u>3,949</u>	<u>464,144</u>	<u>770,534</u>	
Excess/(deficiency) of revenues over/(under) expenditures	259,276	(193,683)	11,733	
Fund balances - beginning	<u>725,750</u>	<u>1,178,709</u>	<u>1,178,679</u>	
Fund balances - ending	<u>\$ 985,026</u>	<u>\$ 985,026</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 DECEMBER 31, 2016**

	Current Month	Year To Date
REVENUES		
Interest	\$ 1	\$ 2
Total revenues	1	2
EXPENDITURES		
Capital outlay	11,498	24,497
Total expenditures	11,498	24,497
Excess/(deficiency) of revenues over/(under) expenditures	(11,497)	(24,495)
Fund balances - beginning	147,652	160,650
Fund balances - ending	\$ 136,155	\$ 136,155

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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, January 4, 2017, 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
Alexander Hays	Assistant Secretary
Daniel Peshkin	Assistant Secretary

Also present were:

Michael Szymonowicz (<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

Mr. Szymonowicz called the meeting to order at 10:03 a.m., and noted, for the record, that Supervisors Samantha Hays, Alexander Hays and Daniel Peshkin were present, in person. Supervisors John Peshkin and Brian Watson 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

Mr. Szymonowicz presented two requisitions for the Board's consideration.

▪ **Juniper Landscaping, Inc., Requisition No. 205, in the amount of \$7,612.22**

Regarding the Juniper Landscaping invoice, Mrs. Hays stated that two of the items related to the erosion control barrier repair were for irrigation. The lines were damaged and in need of repair, as part of the erosion control barrier repair. The last item on the invoice was

39 related to modifying the irrigation within the roundabout due to construction traffic running over
40 the sod area. Pavers would be installed to relocate the irrigation.

- 41 ▪ **AM Engineering, Inc., Requisition No. 206, in the amount of \$9,445.50**

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43 **On MOTION by Mrs. Hays and seconded by Mr. Daniel**
 44 **Peshkin, with all in favor, Requisition No. 205, payable to**
 45 **Juniper Landscaping, Inc., in the amount of \$7,612.22, for**
 46 **erosion control barrier repair and the installation of pavers**
 47 **within the roundabout, and Requisition No. 206, payable to**
 48 **AM Engineering, Inc., in the amount of \$9,445.50, for**
 49 **contractual work, were approved.**

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FOURTH ORDER OF BUSINESS

Staff Reports

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A. District Counsel

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55 There being no report, the next item followed.

B. District Engineer

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57 There being no report, the next item followed.

C. District Manager

- 58 **i. NEXT MEETING DATE: January 18, 2017 at 10:00 A.M.**

59 Mr. Szymonowicz stated the next meeting will be held on January 18, 2017 at 10:00
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61 a.m.

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FIFTH ORDER OF BUSINESS

Board Members' Comments/Requests

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

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SIXTH ORDER OF BUSINESS

Public Comments

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

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SEVENTH ORDER OF BUSINESS

Adjournment

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

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75 **On MOTION by Mrs. Hays and seconded by Mr. Hays, with**
 76 **all in favor, the meeting adjourned at 10:09 a.m.**

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Secretary/Assistant Secretary

Chair/Vice Chair

DRAFT

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, January 18, 2017**, at the **offices of Vanguard**
7 **Land, LLC, located at 6561 Palmer Park Circle, Suite B, Sarasota, Florida 34238.**
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9 **Present at the meeting were:**

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

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

Call to Order/Roll Call

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23 Ms. Cerbone called the meeting to order at 10:02 a.m., and noted, for the record, that
24 Supervisors Samantha Hays, Brian Watson, and Daniel Peshkin were present, in person.
25 Supervisor Alexander Hays 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**

Approval of Requisitions

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33 Mr. Watson presented the following requisitions:

34 ➤ **Requisition No. 207, LALP Development LLC, in the amount of \$36,950**

- 35 • **Pump Rental 10/25-11/24, \$4,900**
36 • **Pump Rental 11/25-12/24, \$4,900**
37 • **Southern Pine Lumber Co., \$27,150.**

38 There was a problem with delivery of materials; therefore, the original check, issued for
39 Requisition #204, would be returned to the District Manager to be voided. The remaining 3%

40 that was originally paid to Southern Pine Lumber Co., would be paid and discussed further, in a
41 future meeting.

- 42 ➤ **Requisition No. 208, Lomski Engineering-Testing Inc., \$2,646.90**
- 43 ➤ **Requisition No. 209, dba Florida Fence, \$175 to reinstall portion of PVC fence**
- 44 ➤ **Requisition No. 210, Care Electric, \$3,919.70 for rewiring the service**

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On MOTION by Mrs. Hays and seconded by Mr. John Peshkin, with all in favor, LALP Development LLC, Requisition No. 207, in the amount of \$36,950, for pump rental and reimbursement to Southern Pine Lumber Co., Lomski Engineering-Testing Inc, Requisition No. 208, in the amount of \$2,646.90, Florida Fence, Requisition No. 209 in the amount of \$175, and Care Electric, Requisition No. 210 in the amount of \$3,919.70, were approved.

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FOURTH ORDER OF BUSINESS

Ratification of Contract/Change Order/Purchase Order

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59 There being no ratifications, change orders or purchase orders for review, the next item
60 followed.

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FIFTH ORDER OF BUSINESS

Approval of Unaudited Financial Statements as of November 30, 2016

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Ms. Cerbone presented the Unaudited Financial Statements as of September 30, 2016. On-roll assessment revenue collections were \$471 and off-roll collections were \$22,000. It was not unusual for the on-roll amount to be slight, in the November financials, as most of the funds were received in December. On Page 3, for the Debt Service Fund, the 3% on-roll assessment revenue collections were similar to the 3% for the General Fund.

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On MOTION by Mr. Watson and seconded by Mrs. Hays, with all in favor, the Unaudited Financial Statements as of November 30, 2016, were approved.

SIXTH ORDER OF BUSINESS

Approval of Minutes

A. December 7, 2016 Regular Meeting

79 **B. December 21, 2016 Regular Meeting**

80 Ms. Carbone presented the December 7 and December 21, 2016 Regular Meeting
81 Minutes and asked for any additions, deletions or corrections.

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83 **On MOTION by Mrs. Hays and seconded by Mr. Daniel**
84 **Peshkin, with all in favor, the December 5, 2016 Regular**
85 **Meeting and December 21, 2016 Regular Meeting Minutes, as**
86 **presented, were approved.**

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89 **SEVENTH ORDER OF BUSINESS**

Staff Reports

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91 **A. District Counsel**

92 In response to Mr. Vericker’s question, Mr. Watson stated that, as of December 31, 2016,
93 there were 44 homes in the community. Mr. Vericker stated that, if the CDD grew to 250
94 homes, a transition would loom for 2020.

95 **B. District Engineer**

96 There being no report, the next item followed.

97 **C. District Manager**

98 **i. NEXT MEETING DATE: February 1, 2017 at 10:00 A.M.**

99 Ms. Carbone stated that the next meeting will be held on February 1, 2017 at 10:00 a.m.,
100 at this location.

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102 **EIGHTH ORDER OF BUSINESS**

Board Members’ Comments/Requests

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104 There being no Board Member comments or requests, the next item followed.

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106 **NINTH ORDER OF BUSINESS**

Public Comments

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

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110 **TENTH ORDER OF BUSINESS**

Adjournment

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112 There being nothing further to discuss, the meeting adjourned.

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114 **On MOTION by Mrs. Hays and seconded by Mr. Peshkin,**
115 **with all in favor, the meeting adjourned at 10:17 a.m.**

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Secretary/Assistant Secretary

Chair/Vice Chair

DRAFT