

TOSCANA ISLES

COMMUNITY DEVELOPMENT DISTRICT

December 16, 2020

BOARD OF SUPERVISORS

REGULAR MEETING

AGENDA

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

December 9, 2020

Board of Supervisors
Toscana Isles Community Development District

Dear Board Members:

The Board of Supervisors of the Toscana Isles Community Development District will hold a Regular Meeting on December 16, 2020, at 10:00 a.m., at the Comfort Suites Sarasota-Siesta Key, 5690 Honore Avenue, Sarasota, FL 34233. The agenda is as follows:

1. Call to Order/Roll Call
2. Update: Communications to Members of the Public
3. Public Comments
4. Approval of Requisition(s)
5. Ratification of Contract(s)/Change Order(s)/Purchase Order(s)/Proposal(s)
 - A. Proposal: Juniper Landscaping of Florida, LLC Proposal 93033 for East Lift Station Screening
 - B. Proposal: Juniper Landscaping of Florida, LLC Proposal 94454 for Mailbox Renovation
 - C. Proposal: Juniper Landscaping of Florida, LLC Proposal 95003 for Restoration of Landscaping Around FPL Transformer Box Following Sitework Activities
6. Acceptance of Unaudited Financial Statements as of October 31, 2020
7. Approval of Minutes
 - A. November 18, 2020 Landowners' Meeting
 - B. November 18, 2020 Regular Meeting
8. Staff Reports
 - A. District Counsel: *Straley Robin Vericker*
 - B. District Engineer: *AM Engineering, LLC*

ATTENDEES:

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

NOTE: NEW LOCATION

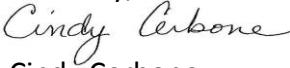
- C. District Manager: *Wrathell, Hunt and Associates, LLC*
 - I. Discussion: Alternate Meeting Locations and Dates
 - II. Discussion: Workshop
 - III. NEXT MEETING DATE: January 6, 2021 at 10:00 A.M.

- QUORUM CHECK

Daniel Peshkin	<input type="checkbox"/> IN-PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
Jeffrey Sweater	<input type="checkbox"/> IN-PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
Alex Hays	<input type="checkbox"/> IN-PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
Michael LaBoe	<input type="checkbox"/> IN-PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
Brian Watson	<input type="checkbox"/> IN-PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

- 9. Board Members' Comments/Requests
 - A. Discussion: 2018 Project with Respect to Cracking Occurring in New Concrete Curbing Construction Within Unit #2, Phases 5 & 6
 - B. Discussion: Mailbox Roof Structure Project
- 10. Public Comments
- 11. Adjournment

Should you have any questions, please do not hesitate to contact me directly at 561-346-5294.

Sincerely,

Cindy Cerbone
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE:

CALL-IN NUMBER: 1-888-354-0094

CONFERENCE ID: 8518503

**TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT**

5A



Proposal

Proposal No.: 93033
Proposed Date: 11/13/20

PROPERTY:	FOR:
Toscana Isles Community Development District- Land Alex Hays 2300 Glades Road - Suite #410W Boca Raton, FL 33431	East Lift Station Screening

East lift station :

Materials:

- 40 Calusa 7gallon.
- Mulch Price is already in buffer pricing.
- 70' drip will be add.

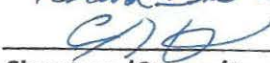
ITEM	QTY	UOM	UNIT PRICE	EXT. PRICE	TOTAL
Landscape Install					\$1,216.50
Small Leaf Clusia Bush, 07 gallon - 07G	40.00	07g	\$29.87	\$1,194.80	
HUNTER HDL DRIPLINE CV 0.9 GPH 12"	70.00	LF	\$0.31	\$21.70	
Total:					\$1,216.50

Guarantee: Any alteration from these specs involving additional costs will be executed only upon written order and will become an extra charge over and above estimate.

Standard Warranty: Juniper agrees to warranty irrigation, drainage and lighting for 1 year, trees and palms for 6 months, shrubs and ground cover for 3 months, and sod for 30 days. This warranty is subject to and specifically limited by the following:

Warranty is not valid on relocated material, annuals and any existing irrigation, drainage and lighting systems. Warranty is not valid on new plant material or sod installed without automatic irrigation. Warranty does not cover damage from pests or disease encountered on site, act of God, or damaged caused by others. Failure of water or power source not caused by Juniper will void warranty. The above identified warranty periods commence upon the date of completion of all items included in this proposal. Standard Warranty does not modify or supersede any previously written agreement. Juniper is not responsible for damage to non-located underground.

Residential Agreement: Any and all jobs \$500.00 and below will require Juniper Landscaping to collect full payment before any work will begin. Any and all jobs \$500.00 and above will require a 50% deposit before any work will begin. Any and all balance will be due upon job completion in full, unless otherwise noted in writing. All work will be performed in a workman like manner in accordance to said proposal. Any additional work added to original proposal will require written approval, may require additional deposits and will be due on completion with any remaining balances owed.

Taslara Isles Community Development District
 _____ *12/3/20*
Signature (Owner/Property Manager) **Date**

Alexander Hays as Chair Board of Supervisors

Printed Name (Owner/Property) Manager

Signature - Representative **Date**

**TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT**

5B



Proposal

Proposal No.: 94454

Proposed Date: 12/01/20

PROPERTY:	FOR:
Toscana Isles Community Development District- Land Alex Hays 2300 Glades Road - Suite #410W Boca Raton, FL 33431	Toscana Mailbox Renovation

ITEM	QTY	UOM	UNIT PRICE	EXT. PRICE	TOTAL
Landscape Enhancements					\$3,350.00
Odoratissimum Viburnum, 07 gallon - 07G	32.00	07g	\$30.00	\$960.00	
Green Buttonwood Bush, 07 gallon - 07G	16.00	07g	\$30.00	\$480.00	
Trinette Arboricola, 03 gallon - 03G	70.00	03g	\$7.00	\$490.00	
Cocobrown Mulch, 02CF bag - 02CF	140.00	02CF	\$3.50	\$490.00	
HUNTER HDL DRIPLINE CV 0.9 GPH 12"	300.00	LF	\$0.40	\$120.00	
labor Prep	18.00	HR	\$45.00	\$810.00	
Irrigation Enhancement					\$884.50
1" CL200 PVC	300.00	LF	\$0.34	\$102.00	
Misc Fittings - up to 1"	25.00	EA	\$2.50	\$62.50	
Maintenance Division Labor	16.00	HR	\$45.00	\$720.00	
				Total:	\$4,234.50

Guarantee: Any alteration from these specs involving additional costs will be executed only upon written order and will become an extra charge over and above estimate.

Standard Warranty: Juniper agrees to warranty irrigation, drainage and lighting for 1 year, trees and palms for 6 months, shrubs and ground cover for 3 months, and sod for 30 days. This warranty is subject to and specifically limited by the following:

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Toscan Isles Community Development Districts
[Signature] as Chair Board of Supervisors *12/1/20*

Signature (Owner/Property Manager) Date

Printed Name (Owner/Property) Manager

Signature - Representative Date

**TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT**

5C



Proposal

Proposal No.: 95003

Proposed Date: 12/03/20

PROPERTY:	FOR:
Toscana Isles Community Development District- Land Alex Hays 2300 Glades Road - Suite #410W Boca Raton, FL 33431	Restoration of landscaping around FPL transformer box following sitework activities

Restoration of landscaping around FPL transformer box following sitework activities

Toscana

- Materials:
 - (5). 15 gallon Calusa
 - (10) bag coco brown mulch
- Labor to do dirt work and restore grade. 3 men x 3hrs ea.

Note: sod will be separate at a later date.

ITEM	QTY	UOM	UNIT PRICE	EXT. PRICE	TOTAL
Landscape Install					\$723.10
Pitch Apple Clusia Bush, 15 gallon - 15G	5.00	15g	\$65.92	\$329.60	
Cocobrown Mulch, 02CF bag - 02CF	10.00	02CF	\$3.35	\$33.50	
Install Division Labor - Dirt Work and Restore Grade	9.00	HR	\$40.00	\$360.00	
Total:					\$723.10

Guarantee: Any alteration from these specs involving additional costs will be executed only upon written order and will become an extra charge over and above estimate.

Standard Warranty: Juniper agrees to warranty irrigation, drainage and lighting for 1 year, trees and palms for 6 months, shrubs and ground cover for 3 months, and sod for 30 days. This warranty is subject to and specifically limited by the following:

Warranty is not valid on relocated material, annuals and any existing irrigation, drainage and lighting systems. Warranty is not valid on new plant material or sod installed without automatic irrigation. Warranty does not cover damage from pests or disease encountered on site, act of God, or damaged caused by others. Failure of water or power source not caused by Juniper will void warranty. The above identified warranty periods commence upon the date of completion of all items included in this proposal. Standard Warranty does not modify or supersede any previously written agreement. Juniper is not responsible for damage to non-located underground.

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Toscan Isles Community Development District



12/3/20

Signature (Owner/Property Manager)

Date

Alexander Hays, as Chair Board of Supervisors

Printed Name (Owner/Property) Manager

Signature - Representative

Date

**TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT**

6

**TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
OCTOBER 31, 2020**

**TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
OCTOBER 31, 2020**

	General Fund	Debt Service Fund Series 2014	Debt Service Fund Series 2018	Capital Projects Fund Series 2014	Capital Projects Fund Series 2018	Total Governmental Funds
ASSETS						
Cash	\$ 6,642	\$ -	\$ -	\$ -	\$ -	\$ 6,642
Investments						
Reserve	-	713,877	856,884	-	-	1,570,761
Interest	-	-	2	-	-	2
Prepayment	-	37,978	-	-	-	37,978
Revenue	-	572,464	729,631	-	-	1,302,095
Construction	-	-	-	1	4,556,207	4,556,208
Assessments receivable						
DR Horton	2,407	-	-	-	-	2,407
Various lots	643	9,525	-	-	-	10,168
Undeposited funds	1,453	-	-	-	-	1,453
Total assets	<u>\$ 11,145</u>	<u>\$1,333,844</u>	<u>\$1,586,517</u>	<u>\$ 1</u>	<u>\$ 4,556,207</u>	<u>\$ 7,487,714</u>
LIABILITIES						
Liabilities:						
Contracts payable	\$ -	\$ -	\$ -	\$ -	\$ 49,945	\$ 49,945
Retainage payable	-	-	-	-	369,216	369,216
Due to Developer	2,500	-	-	-	-	2,500
Total liabilities	<u>2,500</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>419,161</u>	<u>421,661</u>
DEFERRED INFLOWS OF RESOURCES						
Deferred receipts	3,050	9,525	-	-	-	12,575
Total deferred inflows of resources	<u>3,050</u>	<u>9,525</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>12,575</u>
FUND BALANCES						
Restricted for:						
Debt service	-	1,324,319	1,586,517	-	-	2,910,836
Capital projects	-	-	-	1	4,137,046	4,137,047
Unassigned	5,595	-	-	-	-	5,595
Total fund balances	<u>5,595</u>	<u>1,324,319</u>	<u>1,586,517</u>	<u>1</u>	<u>4,137,046</u>	<u>7,053,478</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 11,145</u>	<u>\$ 1,333,844</u>	<u>\$ 1,586,517</u>	<u>\$ 1</u>	<u>\$ 4,556,207</u>	<u>\$ 7,487,714</u>

**TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED OCTOBER 31, 2020**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ -	\$ -	\$ 38,533	0%
Assessment levy: off-roll	-	-	63,744	0%
Interest and miscellaneous	3	3	-	N/A
Total revenues	<u>3</u>	<u>3</u>	<u>102,277</u>	0%
EXPENDITURES				
Professional & administrative				
Management/accounting/recording	3,537	3,537	42,448	8%
Debt service fund accounting	625	625	7,500	8%
Legal	705	705	15,000	5%
Engineering	-	-	1,000	0%
Audit	-	-	4,400	0%
Arbitrage rebate calculation	-	-	750	0%
Dissemination agent	167	167	2,000	8%
Trustee	-	-	10,236	0%
Telephone	16	16	200	8%
Postage	-	-	500	0%
Printing & binding	42	42	500	8%
Legal advertising	-	-	1,200	0%
Annual special district fee	175	175	175	100%
Insurance	7,000	7,000	7,275	96%
Contingencies/bank charges	28	28	500	6%
Website	-	-	705	0%
ADA website compliance	-	-	210	0%
Tax collector	-	-	602	0%
Total professional & administrative	<u>12,295</u>	<u>12,295</u>	<u>95,201</u>	13%
Excess/(deficiency) of revenues over/(under) expenditures	(12,292)	(12,292)	7,076	
Fund balances - beginning	17,887	17,887	23,600	
Assigned				
Three months working capital	29,106	29,106	29,106	
Unassigned	(23,511)	(23,511)	1,570	
Fund balances - ending	<u>\$ 5,595</u>	<u>\$ 5,595</u>	<u>\$ 30,676</u>	

**TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2014
FOR THE PERIOD ENDED OCTOBER 31, 2020**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ -	\$ -	\$ 788,697	0%
Interest	7	7	-	N/A
Total revenues	<u>7</u>	<u>7</u>	<u>788,697</u>	0%
EXPENDITURES				
Debt service				
Principal	-	-	175,000	0%
Interest	-	-	581,156	0%
Tax collector	-	-	12,323	0%
Total expenditures	<u>-</u>	<u>-</u>	<u>768,479</u>	0%
Excess/(deficiency) of revenues over/(under) expenditures	7	7	20,218	
Fund balances - beginning	<u>1,324,312</u>	<u>1,324,312</u>	<u>1,276,257</u>	
Fund balances - ending	<u>\$ 1,324,319</u>	<u>\$ 1,324,319</u>	<u>\$ 1,296,475</u>	

**TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2018
FOR THE PERIOD ENDED OCTOBER 31, 2020**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Assessment levy: off-roll	\$ -	\$ -	\$ 1,140,600	0%
Interest	33	33	-	N/A
Total revenues	<u>33</u>	<u>33</u>	<u>1,140,600</u>	0%
EXPENDITURES				
Debt service				
Principal	-	-	250,000	0%
Interest	-	-	886,069	0%
Total expenditures	<u>-</u>	<u>-</u>	<u>1,136,069</u>	0%
Excess/(deficiency) of revenues over/(under) expenditures	33	33	4,531	
Fund balances - beginning	<u>1,586,484</u>	<u>1,586,484</u>	<u>1,585,445</u>	
Fund balances - ending	<u><u>\$ 1,586,517</u></u>	<u><u>\$ 1,586,517</u></u>	<u><u>\$ 1,589,976</u></u>	

**TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2014
FOR THE PERIOD ENDED OCTOBER 31, 2020**

	Current Month	Year To Date
REVENUES	\$ -	\$ -
Total revenues	-	-
EXPENDITURES	-	-
Total expenditures	-	-
Excess/(deficiency) of revenues over/(under) expenditures	-	-
Fund balances - beginning	1	1
Fund balances - ending	\$ 1	\$ 1

**TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2018
FOR THE PERIOD ENDED OCTOBER 31, 2020**

	<u>Current Month</u>	<u>Year To Date</u>
REVENUES		
Interest	\$ 181	\$ 181
Total revenues	<u>181</u>	<u>181</u>
 EXPENDITURES		
Capital outlay	<u>56,619</u>	<u>56,619</u>
Total expenditures	<u>56,619</u>	<u>56,619</u>
 Excess/(deficiency) of revenues over/(under) expenditures	 (56,438)	 (56,438)
 Fund balances - beginning	 <u>4,193,484</u>	 <u>4,193,484</u>
Fund balances - ending	<u>\$ 4,137,046</u>	<u>\$ 4,137,046</u>

**TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT**

7A

DRAFT

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

The Toscana Isles Community Development District held a Landowners' Meeting on Wednesday, November 18, 2020 at 10:00 a.m., at the offices of Vanguard Land, LLC, located at 6561 Palmer Park Circle, Suite B, Sarasota, Florida 34238.

Present at the meeting were:

Cindy Cerbone	District Manager
Daniel Rom	Wrathell, Hunt and Associates, LLC
Vivek Babbar (via telephone)	District Counsel
John Peshkin	Developer
Alex Hays	Developer Representative
Daniel Peshkin	Developer Representative
Brian Watson	Developer Representative
Mike LaBoe	Resident
Jeffrey Sweater	Resident
Steve Wood	Resident
Thomas Hart	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 10:03 a.m. Due to the number of attendees, the meeting was held outside of the scheduled meeting location building to adhere to COVID-19 safety guidelines.

SECOND ORDER OF BUSINESS

Proof of Publication

The affidavit of publication was provided for informational purposes.

THIRD ORDER OF BUSINESS

Election of a Chair to Conduct Landowners' Meeting

All in attendance agreed to Ms. Cerbone serving as Chair to conduct the Landowners' meeting.

39 Ms. Cerbone stated that this would be the last Landowners' Meeting, as the District has
40 met the Florida Statute requirements to transition the remaining board seats to residents of the
41 District, through the General Election process in November 2022.

42 ■ **Determine Number of Voting Units Assigned by Proxy**

43 **This item, previously Item 4BII, was presented out of order.**

44 The following votes were assigned by proxy:

45 D.R. Horton assigned 265 voting units by proxy to LALP Development LLC.

46 LALP Development LLC assigned 311 voting units by proxy to Mr. John Peshkin.

47 The property owners attending today's meeting were validated via the Property
48 Appraisers website.

49 Mr. LaBoe stated that the Property Appraiser's figures he obtained differed significantly
50 from the figures Ms. Cerbone presented for D.R. Horton and LALP Development, which, she too
51 obtained from the Property Appraiser's website. Mr. Babbar stated that the Property Rolls are
52 provided to the District and are used to certify the operation and maintenance assessments for
53 collection through the County Tax Collector; the Property Appraiser's office would notify the
54 District of any updates that are made to the tax rolls. Ms. Cerbone referred to the affidavit of
55 publication form in the agenda package, which explained the appeals process, and stated she
56 would email the County Rolls obtained.

57 Mr. Steve Wood retrieved and ripped up the ballot he provided to Ms. Cerbone;
58 deciding not to make a nomination at this time.

59

60 **FOURTH ORDER OF BUSINESS**

Election of Supervisor [SEAT 5]

61

62 **A. Nominations**

63 Mr. John Peshkin nominated the following:

64 Seat 5 Brian Watson

65 No other nominations were made.

66 **B. Casting of Ballots**

67 **I. Determine Number of Voting Units Represented**

68 A total of 576 voting units were represented.

69 **II. Determine Number of Voting Units Assigned by Proxy**

70 A total of 576 voting units were assigned by proxy.

71 Mr. John Peshkin cast the following votes as proxy holder for D.R. Horton:

72 Seat 5 Brian Watson 265 votes

73 Mr. John Peshkin cast the following votes as proxy holder for LALP Development, LLC:

74 Seat 5 Brian Watson 311 votes

75 **C. Ballot Tabulation and Results**

76 Ms. Cerbone reported the following ballot tabulation, results and term lengths:

77 Seat 5 Brian Watson 576 votes Four-year Term

78

79 **FIFTH ORDER OF BUSINESS**

Landowners' Questions/Comments

80

81 Mr. Sweater asked for an explanation of the difference between a Landowner Board and
82 a Regular Board. Ms. Cerbone stated there is just one CDD Board. This Landowners' meeting
83 was held to fill a Landowner-elected Seat whose term expired.

84

85 **SIXTH ORDER OF BUSINESS**

Adjournment

86

87 There being no further business to discuss, the meeting adjourned at 10:24 a.m.

88

89

90

91

92

93

94

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

95
96
97
98
99
100
101
102

Secretary/Assistant Secretary

Chair/Vice Chair

**TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT**

7B

DRAFT

MINUTES OF MEETING
TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Toscana Isles Community Development District held a Regular Meeting on November 18, 2020, *immediately following the Landowners' Meeting scheduled to commence at 10:00 a.m.*, at the offices of Vanguard Land, LLC, located at 6561 Palmer Park Circle, Suite B, Sarasota, Florida 34238.

Present were:

Alex Hays	Chair
Brian Watson	Vice Chair
Daniel Peshkin	Assistant Secretary
Jeffrey Sweater	Assistant Secretary
Michael LaBoe	Assistant Secretary

Also present were:

Cindy Cerbone	District Manager
Daniel Rom	Wrathell, Hunt and Associates, LLC
Vivek Babbar (via telephone)	District Counsel
Steve Wood	Resident
Thomas Hart	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 10:34 a.m. The meeting was held outside at the Vanguard offices, the scheduled location, to adhere to COVID-19 safety guidelines.

▪ **Administration of Oath of Office to Newly Elected Supervisors [SEATS 2, 4 & 5]**

This item, previously the Fourth Order of Business, was presented out of order.

Ms. Cerbone, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Brian Watson, Mr. Michael LaBoe and Mr. Jeffrey Sweater.

All Supervisors were present.

Ms. Cerbone polled the Board to determine whether to continue holding the meeting outside or reschedule it. The consensus was to continue with holding the meeting outside.

39 **SECOND ORDER OF BUSINESS****Update: Communications to Members of
the Public**

40

41

42 Ms. Cerbone stated that there was communication related to CDD forms including the
43 Oath of Office.

44

45 **THIRD ORDER OF BUSINESS****Public Comments**

46

47 No members of the public spoke.

48

49 **FOURTH ORDER OF BUSINESS****Administration of Oath of Office to Newly
Elected Supervisors [SEATS 2, 4 & 5], (*the
following to be provided in a separate
package*)**

50

51

52

53

54 The Oath of Office as administered during the First Order of Business. Ms. Cerbone
55 briefly explained the following items:

56 **A. Guide to Sunshine Amendment and Code of Ethics for Pubic Officers and Employees**

57 **B. Membership, Obligations and Responsibilities**

58 **C. Financial Disclosure Forms**

59 **I. Form 1; Statement of Financial Interests**

60 **II. Form 1X: Amendment to Form 1, Statement of Financial Interests**

61 **III. Form 1F: Final Statement of Financial Interests**

62 **D. Form 8B – Memorandum of Voting Conflict**

63 Ms. Cerbone discussed the Sunshine Law and Florida Ethics laws and public records
64 requests. She recommended using the assigned District email address and maintaining
65 computer and other files for all CDD business separate from personal files. She would contact
66 each Supervisor to confirm interest in receiving compensation, as a W-4 would be required.
67 She encouraged Board Members to email her items to place on the agendas. Supervisor
68 Watson was asked to file Form 1 within 30 days to avoid fines, as he was re-elected via the
69 Landowner meeting. Supervisors, LaBoe and Sweater, elected via the General Election, would
70 need to file one, no later than July 1, 2021.

71

72 **FIFTH ORDER OF BUSINESS** **Consideration of Resolution 2021-02,**
 73 **Canvassing and Certifying the Results of**
 74 **the Landowners’ Election of Supervisors**
 75 **Held Pursuant to Section 190.006(2),**
 76 **Florida Statutes; and Providing for an**
 77 **Effective Date**
 78

79 Ms. Cerbone presented Resolution 2021-02. She reported the results of the
 80 Landowners’ Election, which would be inserted into Resolution 2021-02, as follows:

81 Seat 5 Brian Watson 576 votes 4-year Term

82

83 **On MOTION by Mr. Hays and seconded by Mr. Peshkin, with Mr. Hays, Mr.**
 84 **Peshkin, Mr. Watson and Mr. Sweater in favor and Mr. LaBoe dissenting,**
 85 **Resolution 2021-02, Canvassing and Certifying the Results of the Landowners’**
 86 **Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes;**
 87 **and Providing for an Effective Date, was adopted. [Motion passed 4-1]**

88

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90 **SIXTH ORDER OF BUSINESS** **Consideration of Resolution 2021-03,**
 91 **Designating a Chair, a Vice Chair, a**
 92 **Secretary, Assistant Secretaries, a**
 93 **Treasurer and an Assistant Treasurer of the**
 94 **Toscana Isles Community Development**
 95 **District, and Providing for an Effective Date**
 96

97 Ms. Cerbone presented Resolution 2021-03. Mr. LaBoe nominated himself for Chair. Mr.
 98 Peshkin nominated the following slate of officers:

99	Alexander Hays	Chair
100	Brian Watson	Vice Chair
101	Craig Wrathell	Secretary
102	Mike LaBoe	Assistant Secretary
103	Jeff Sweater	Assistant Secretary
104	Daniel Peshkin	Assistant Secretary
105	Cindy Cerbone	Assistant Secretary
106	Daniel Rom	Assistant Secretary
107	Craig Wrathell	Treasurer
108	Jeff Pinder	Assistant Treasurer

109 No other nominations were made.

110 Ms. Cerbone polled the Board for each nomination made.

111

On MOTION by Mr. LaBoe and seconded by Mr. Sweater, with Mr. LaBoe and Mr. Sweater in favor and Mr. Peshkin, Mr. Hays and Mr. Watson dissenting, the nomination of Mr. LaBoe as Chair, failed. [Motion failed 2-3]

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On MOTION by by Mr. Watson and seconded by Mr. Hays, with Mr. Watson, Mr. Hays and Mr. Peshkin in favor and Mr. Sweater and Mr. LaBoe dissenting, Resolution 2021-03, Designating a Chair, a Vice Chair, a Secretary, Assistant Secretaries, a Treasurer and an Assistant Treasurer of the Toscana Isles Community Development District, and Providing for an Effective Date, as nominated by Mr. Peshkin, was adopted. [Motion passed 3-2]

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SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2021-04, Relating to the Amendment of the Annual Budget for the Fiscal Year Beginning October 1, 2019, and Ending September 30, 2020

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Ms. Cerbone presented Resolution 2021-04. She explained that it is necessary to submit an amended budget, as certain expenditures exceeded budget; however, assessments for the prior and current year are not affected. She reviewed the amended Fiscal Year 2020 budget, responded to questions regarding the process for on-roll and off-roll revenues and Trustee costs and billing practices and explained that the District Engineer’s services are related to the construction of infrastructure and funded from the bond funds. The Bond Trustee Agreements and contact information would be emailed to the Board. She encouraged the Board Members to email her with any questions.

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On MOTION by Mr. Sweater and seconded by Mr. Peshkin, with all in favor, Resolution 2021-04, Relating to the Amendment of the Annual Budget for the Fiscal Year Beginning October 1, 2019, and Ending September 30, 2020, was adopted.

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147 **EIGHTH ORDER OF BUSINESS****Approval of Requisition(s)**

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149 Ms. Cerbone explained to the new Board Members that the Developer felt strongly
150 about the process of the Board approving requisitions, as part of the agenda, for the purposes
151 of placing them on the record. She noted that it is not required, since a process was already in
152 place with the Trustee processing them and they were also available as public record.

153 Due to the number of requisitions to present, they would be presented at the next
154 meeting.

155

156 **NINTH ORDER OF BUSINESS****Ratification of Contract(s)/Change
Order(s)/ Purchase Order(s)/Proposal(s)**

157

158

159 **A. Curbco, Inc., Proposal for Curb Repairs:**

160 Mr. Watson presented a proposal for \$31,000 to remove and replace Miami Curb.

161 Mr. LaBoe stated that he emailed Cindy to find out the property descriptions, where the
162 projects were located, who made the determination to perform the work, if this was a proposal
163 or contract, if the project was completed and requested materials on prior requisitions to the
164 same vendor, No. #35 and #80. He asked if residents were paying for CDD costs.

165 Mr. Hays stated this was an invoice and that the work was not completed. Ms. Cerbone
166 stated that the prior requisitions were processed through the construction bond funds. She
167 would email the requisitions and backup materials to the Board. Mr. LaBoe stated that he
168 would visit the local records office to review the files. Ms. Cerbone encouraged the Board
169 Members to submit questions prior to meetings so Staff can provide answers at the meeting.

170

171 **On MOTION by Mr. Hays and seconded by Mr. Peshkin, with Mr. Hays, Mr.**
172 **Peshkin and Mr. Watson in favor and Mr. LaBoe and Mr. Sweater dissenting,**
173 **the Curbco, Inc., proposal for Curb Repairs, in the amount of \$31,000, as**
174 **presented by Mr. Watson, was approved. [Motion passed 3-2]**

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177 **B. DLS Construction, Inc., Contract for Mailbox Roof Project**

178 Mr. LaBoe commended the work on the roof structure and asked if the project included
179 gutters, as he felt that rain would eventually cause plantings and items beneath the newly

180 finished tennis courts to erode. Mr. Hays stated the District would need a separate contract to
181 install gutters, as APAX Consulting Engineering was hired to develop structural plans only.

182

183 **On MOTION by Mr. Watson and seconded by Mr. Peshkin, with all in favor, the**
184 **DLS Construction, Inc., contract, for the Mailbox Roof Project, as presented,**
185 **was approved.**

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188 **C. Lopez Painting, LLC, Contract for Mailbox Structure Painting Project**

189

190 **On MOTION by Mr. Hays and seconded by Mr. Peshkin, with all in favor, the**
191 **Lopez Painting, LLC, contract for the Mailbox Structure Painting Project, as**
192 **presented, was approved.**

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194

195 **D. AM Engineering, Inc. Contract Amendment for Western Tract Lift Station Redesign**
196 **(\$5,000)**

197 Mr. Hays stated that the engineering changes were reflective of several revisions the
198 County submitted to the Engineer. In response to Mr. LaBoe's comments about the contract,
199 Ms. Cerbone stated that she would email the original contract and subsequent exhibits to the
200 Board, have the effective date corrected to 2020 and determine if Section XXI, the lump sum of
201 \$951,417.01, should match the total amount noted in the table.

202

203 **On MOTION by Mr. Sweater and seconded by Mr. Hays, with all in favor, the**
204 **AM Engineering, Inc., Contract Amendment for Western Tract Lift Station**
205 **Redesign, in the amount of \$5,000, as amended to incorporate the appropriate**
206 **changes subject to review by Ms. Cerbone and the Chair, was approved.**

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209 **TENTH ORDER OF BUSINESS**

Acceptance of Unaudited Financial
Statements as of September 30, 2020

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212 Ms. Cerbone presented the Unaudited Financial Statements as of September 30, 2020.
213 Mr. LaBoe asked which lots were subject to off-roll assessments in the 2014 Debt Service Fund,
214 requested details about the lot closing in the 2018 Debt Service Fund and asked Ms. Cerbone to
215 provide this information before he visits the Local Records office to review various records.

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On MOTION by Mr. Peshkin and seconded by Mr. Hays, with Mr. Peshkin, Mr. Hays, Mr. Watson and Mr. Sweater in favor and Mr. LaBoe dissenting, the Unaudited Financial Statements as of September 30, 2020, were accepted. [Motion passed 4-1]

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ELEVENTH ORDER OF BUSINESS

Approval of Minutes

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224 A. **October 7, 2020 Telephonic Public Meeting**

225 B. **October 21, 2020 Regular Meeting**

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On MOTION by Mr. Hays and seconded by Mr. Peshkin, with Mr. Hays, Mr. Peshkin and Mr. Watson in favor and Mr. Sweater and Mr. LaBoe dissenting, the October 7, 2020 Telephonic Public Meeting and the October 21, 2020 Regular Meeting Minutes, as presented, were approved. [Motion passed 3-2]

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TWELFTH ORDER OF BUSINESS

Staff Reports

234

235 A. **District Counsel: *Straley Robin Vericker***

236 There being no report, the next item followed.

237 B. **District Engineer: *AM Engineering, LLC***

238 There being no report, the next item followed.

239 C. **District Manager: *Wrathell, Hunt and Associates, LLC***

240 • **NEXT MEETING DATE: December 2, 2020 at 10:00 A.M.**

241 ○ **QUORUM CHECK**

242 The next meeting would be held December 2, 2020 at 10:00 a.m.

243 Ms. Cerbone referred to the Fiscal Year 2020/2021 Meeting Schedule and asked the
244 Board Members to submit agenda items nine days in advance of the meeting dates and before
245 the agenda is posted on the CDD website.

246 Mr. LaBoe proposed changing the meeting location to the Toscana Isles Clubhouse.
247 Discussion ensued regarding whether the facilities were fully open for group reservations due
248 to COVID-19, advertising costs, etc. Mr. Sweater suggested tabling this to the next meeting. Ms.
249 Cerbone was directed to confirm availability of the Toscana Isles Clubhouse to reserve and hold
250 District meetings while adhering to social distancing guidelines and report at the next meeting.

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On MOTION by Mr. LaBoe and seconded by Mr. Sweater, with Mr. LaBoe and Mr. Sweater in favor and Mr. Peshkin, Mr. Hays and Mr. Watson dissenting, changing the meeting location to the Toscana Isles CDD Clubhouse and updating the Fiscal Year 2020/2021 Meeting Schedule, failed. [Motion failed 2-3]

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

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

FOURTEENTH ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

FIFTEENTH ORDER OF BUSINESS **Adjournment**

There being nothing further to discuss, the meeting adjourned.

On MOTION by Mr. Watson and seconded by Mr. Sweater, with all in favor, the meeting adjourned at 12:18 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

Chair/Vice Chair

**TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT**

8CIII

TOSCANA ISLES COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2020/2021 MEETING SCHEDULE

LOCATION

offices of Vanguard Land, LLC, 6561 Palmer Park Circle, Suite B, Sarasota, FL 34238

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 7, 2020	Regular Meeting	10:00 AM
October 21, 2020	Regular Meeting	10:00 AM
CALL IN NUMBER: 1-888-354-0094 CONFERENCE ID: 8518503		
November 4, 2020 CANCELED	Regular Meeting	10:00 AM
November 18, 2020	Landowners' Meeting	10:00 AM
November 18, 2020	Regular Meeting	<i>immediately following Landowners' Meeting</i>
December 2, 2020	Regular Meeting	10:00 AM
December 16, 2020	Regular Meeting	10:00 AM
<i>Comfort Suites Sarasota – Siesta Key, 5690 Honore Avenue, Sarasota, Florida 34233</i>		
January 6, 2021	Regular Meeting	10:00 AM
January 20, 2021	Regular Meeting	10:00 AM
February 3, 2021	Regular Meeting	10:00 AM
February 17, 2021	Regular Meeting	10:00 AM
March 3, 2021	Regular Meeting	10:00 AM
March 17, 2021	Regular Meeting	10:00 AM
April 7, 2021	Regular Meeting	10:00 AM
April 21, 2021	Regular Meeting	10:00 AM
May 5, 2021	Regular Meeting	10:00 AM

May 19, 2021	Regular Meeting	10:00 AM
June 2, 2021	Regular Meeting	10:00 AM
June 16, 2021	Regular Meeting	10:00 AM
July 7, 2021	Regular Meeting	10:00 AM
July 21, 2021	Public Hearing & Regular Meeting	10:00 AM
August 4, 2021	Regular Meeting	10:00 AM
August 18, 2021	Regular Meeting	10:00 AM
September 1, 2021	Regular Meeting	10:00 AM
September 15, 2021	Regular Meeting	10:00 AM