

**TOSCANA ISLES
COMMUNITY DEVELOPMENT
DISTRICT**

March 1, 2023

**BOARD OF SUPERVISORS
REGULAR MEETING
AGENDA**

**TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT**

**AGENDA
LETTER**

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

February 22, 2023

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

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 March 1, 2023 at 10:00 a.m, at the Toscana Isles Amenity Center, 100 Maraviya Blvd, Venice, Florida 34275. The agenda is as follows:

1. Call to Order/Roll Call
2. Discussion/Consideration: Meeting Duration **[1.20 hours]**
3. Presentation for Juniper Landscaping **[10 minutes]**
4. CDD Update on Resident Questions/Concerns **[5 minutes]**
 - Sabal Palms (1/3 of original size)
 - Grass Destroyed by Vendor Equipment
5. Public Comments **[15 minutes]**
6. Acceptance of Unaudited Financial Statements as of January 31, 2023 **[3 minutes]**
7. Approval of February 1, 2023 Regular Meeting Minutes **[2 minutes]**
8. Continued Discussion: Policy Regarding Parking and Towing **[5 minutes]**
9. Discussion: CDD Workshop Topics **[10 minutes]**
10. STAFF REPORTS **[10 minutes]**
 - A. District Counsel: *Straley Robin Vericker*
 - B. District Engineer: *AM Engineering, LLC*
 - Cost Proposal and Inspection Report on District Improvements

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

- NEXT MEETING DATE: April 5, 2023 at 10:00 AM
 - QUORUM CHECK

SEAT 1	WILLIAM CONTARDO	<input type="checkbox"/> IN-PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
SEAT 2	JAMES COLLINS	<input type="checkbox"/> IN-PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
SEAT 3	SCOTT BLASER	<input type="checkbox"/> IN-PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
SEAT 4	MICHAEL TRACZUK	<input type="checkbox"/> IN-PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No
SEAT 5	PAUL SCHMITT	<input type="checkbox"/> IN-PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> No

11. Board Members' Comments/Requests **[5 minutes]**
12. Public Comments **[15 minutes]**
13. Adjournment

Should you have any questions, please do not hesitate to contact me directly at (561) 346-5294 or Jamie Sanchez at (561) 512-9027.

Sincerely,



Cindy Cerbone
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE:

CALL-IN NUMBER: 1-888-354-0094
PARTICIPANT PASSCODE: 131 733 0895

**TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT**

3

February 10th, 2023

Dear Toscana Isles CDD & Residents,

Due to hurricane Ian reaching Category 4 strength with wind exceeding 100 mph, the northeast buffer along Soliera/Vinadio sustained significant damage. Since hurricane Ian landed, we staked 200+ trees. Unfortunately, due to residential roads being blocked with debris, we had to cut and remove 130 trees to reopen the flow of traffic following the storm. At the time of original planting, Juniper was requested to furnish an insurance policy. At the time of the loss, The community had active coverage on those trees. The extent of that coverage is to re-stake, replace or credit affected trees at Juniper's expense. To date, Juniper has spent approximately \$80k restoring this buffer and there is still a little remaining.

To date, we have replaced 110 Sabal palms under warranty. There still are around 80 root balls in the ground that should not be removed. Removing additional root balls would damage the integrity of the existing berm. In addition, there is no access to remove these with a machine. We will be sending a crew back through to flush cut any large stumps remaining and then they will be covered by mulch. While the crew is flush cutting the stumps, they will identify any other trees that pose a threat and re-stake them. We feel like we've exceptionally staked nearly all or all at risk trees.

Due to access, size, and character of the trees, not every palm is going to be perfectly straight. Most of these trees have a curved character to them and were not planted perfectly straight originally. The trees that remain slightly leaning will naturally straighten their head toward the sunlight. Those at risk, we have an obligation to stake. The palms that were replaced do not match the ones that were lost for a few reasons. First, the availability of the large Sabal palm is challenging, as these were all purchased from a specific ranch that no longer harvests them. Next, to weave large Sabal palms back into the existing ones is logistically not possible. They were originally planted back to front which we clearly don't have the luxury to do this time. For these reasons, plugging in the holes with smaller palms is the most beneficial solution to accomplish the goal of this buffer. We do not want to cause further damage to what remains, but in time, the newly installed replacements will grow to fill the holes that were created by the storm. The original intent of the planting was to create immediate opacity from the adjacent property and since the sabals come without established heads a tight and dense spacing was required. Now that they are established we feel it's meeting the intent of the planting without replacements. The 20 tree deficit will be credited in payment or credit towards other clean up or enhancement.

Regarding the size of the heads, when Sabal palms are harvested, their fronds are completely removed (hurricane cut). Trimming the Sabals this way increases the chances of their survivability when being transplanted, helps encourage early root development and reduces the risk of wind damage. Once Sabal palms are established, they can grow 2 to 3 feet per year. Heads should be well developed after about 6 months in the ground. Knowing the goal of this buffer is to visually cover activity that borders the north property line and reduce the sound that generated, filling the holes with these smaller palms is the best way to accomplish this. These replacements were planted strategically, so they grow to fill the holes created and are now visible from the back of the homes along Soliera. Originally, the Sabal palms were installed when there were no homes present. Now that homes are built on the lots, the visual angle to accomplish that goal has changed. Strategically packing the reachable areas of this buffer is the best way to achieve our goal.

Regarding replacing these palms, one for one, that will be done but not in the exact location. For example, an area along Vinadio that only lost one tree, did not get a replacement due to the density of what remains. Rather replace an area that was minimally impacted, that replacement was put where more significant damage was done. One home on Soliera lost 8 of about 14 behind their home. We added 12 in this location to fill the large hole created.

Another factor when planning these replacements was to consider causing damage to the turf due to machine traffic, along with damaging irrigation. Turf replacement and irrigation repairs are not covered by the warranty. We took reasonable care to do as little damage as possible to these areas to minimize those costs. To date, we have not billed for the irrigation repairs and adjustments caused by this storm damage. We have had 2 to 3 irrigation techs making repairs and adjustments that was caused by this damage.

Upon credit or replacement of the remaining 20 palms, adding additional support to the at risk trees and flush cutting the remaining stumps, warranty work on this buffer will be complete.

Thanks,
Anthony Scappatura
Venice Operations Manager

**TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT**

**UNAUDITED
FINANCIAL
STATEMENTS**

**TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
JANUARY 31, 2023**

**TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
JANUARY 31, 2023**

	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	\$ 745,553	\$ -	\$ -	\$ -	\$ -	\$ 745,553
Investments						
Reserve	-	710,363	801,431	-	-	1,511,794
Prepayment	-	118	688	-	-	806
Revenue	-	652,193	725,424	-	-	1,377,617
Due from general fund	-	251,451	347,828	-	-	599,279
Total assets	<u>\$ 745,553</u>	<u>\$1,614,125</u>	<u>\$1,875,371</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,235,049</u>
LIABILITIES						
Liabilities:						
Accounts payable	\$ 4,523	\$ -	\$ -	\$ -	\$ -	\$ 4,523
Due to debt service fund 2014	251,451	-	-	-	-	251,451
Due to debt service fund 2018	347,828	-	-	-	-	347,828
Taxes payable	122	-	-	-	-	122
Total liabilities	<u>603,924</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>603,924</u>
FUND BALANCES						
Restricted for:						
Debt service	-	1,614,125	1,875,371	-	-	3,489,496
Assigned						
Three months working capital	39,679	-	-	-	-	39,679
Unassigned	101,950	-	-	-	-	101,950
Total fund balances	<u>141,629</u>	<u>1,614,125</u>	<u>1,875,371</u>	<u>-</u>	<u>-</u>	<u>3,631,125</u>
Total liabilities and fund balances	<u>\$ 745,553</u>	<u>\$1,614,125</u>	<u>\$1,875,371</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,235,049</u>

**TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED JANUARY 31, 2023**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ 50,042	\$ 146,892	\$ 154,039	95%
Interest and miscellaneous	4	8	-	N/A
Total revenues	<u>50,046</u>	<u>146,900</u>	<u>154,039</u>	95%
EXPENDITURES				
Professional & administrative				
Supervisor's fees	800	1,400	8,612	16%
FICA	61	107	-	N/A
Management/accounting/recording	7,287	14,574	43,721	33%
Debt service fund accounting	1,288	2,575	7,725	33%
Legal	6,320	8,002	36,000	22%
Engineering	-	420	5,000	8%
Audit	-	-	4,400	0%
Arbitrage rebate calculation	-	-	750	0%
Dissemination agent	333	667	2,000	33%
Trustee	5,476	10,402	11,236	93%
Telephone	33	67	200	34%
Postage	11	29	500	6%
Printing & binding	83	166	500	33%
Legal advertising	513	513	1,200	43%
Annual special district fee	-	175	175	100%
Insurance	-	7,821	8,695	90%
Contingencies/bank charges	27	95	1,000	10%
Website	-	-	705	0%
ADA website compliance	-	-	210	0%
Total professional & administrative	<u>22,232</u>	<u>47,013</u>	<u>132,629</u>	35%
Other fees & charges				
Tax collector	751	2,203	2,407	92%
Total other fees & charges	<u>751</u>	<u>2,203</u>	<u>2,407</u>	92%
Total expenditures	<u>22,983</u>	<u>49,216</u>	<u>135,036</u>	36%
Excess/(deficiency) of revenues over/(under) expenditures	27,063	97,684	19,003	
Fund balances - beginning	114,566	43,945	23,184	
Assigned				
Three months working capital	39,679	39,679	39,679	
Unassigned	101,950	101,950	2,508	
Fund balances - ending	<u>\$ 141,629</u>	<u>\$ 141,629</u>	<u>\$ 42,187</u>	

**TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2014
FOR THE PERIOD ENDED JANUARY 31, 2023**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ 255,280	\$ 749,344	\$ 785,537	95%
Interest	2,660	10,079	-	N/A
Total revenues	<u>257,940</u>	<u>759,423</u>	<u>785,537</u>	97%
EXPENDITURES				
Principal	-	190,000	190,000	100%
Interest	-	281,519	557,575	50%
Tax collector	3,828	11,240	12,274	92%
Total expenditures	<u>3,828</u>	<u>482,759</u>	<u>759,849</u>	64%
Excess/(deficiency) of revenues over/(under) expenditures	254,112	276,664	25,688	
Fund balances - beginning	1,360,013	1,337,461	1,327,304	
Fund balances - ending	<u>\$ 1,614,125</u>	<u>\$ 1,614,125</u>	<u>\$ 1,352,992</u>	

**TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2018
FOR THE PERIOD ENDED JANUARY 31, 2023**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ 353,125	\$ 1,036,557	\$ 1,086,623	95%
Interest	2,789	11,653	-	N/A
Total revenues	<u>355,914</u>	<u>1,048,210</u>	<u>1,086,623</u>	96%
EXPENDITURES				
Principal	-	255,000	255,000	100%
Principal prepayment	-	-	5,000	0%
Interest	-	406,472	807,769	50%
Tax collector	5,296	15,548	16,978	92%
Total expenditures	<u>5,296</u>	<u>677,020</u>	<u>1,084,747</u>	62%
Excess/(deficiency) of revenues over/(under) expenditures	350,618	371,190	1,876	
OTHER FINANCING SOURCES/(USES)				
Transfers in	4	4	-	N/A
Total other financing sources	<u>4</u>	<u>4</u>	<u>-</u>	N/A
Net change in fund balances	350,622	371,194	1,876	
Fund balances - beginning	1,524,749	1,504,177	1,504,042	
Fund balances - ending	<u>\$ 1,875,371</u>	<u>\$ 1,875,371</u>	<u>\$ 1,505,918</u>	

**TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2014
FOR THE PERIOD ENDED JANUARY 31, 2023**

	Current Month	Year To Date
REVENUES	<u>\$ -</u>	<u>\$ -</u>
Total revenues	<u>-</u>	<u>-</u>
EXPENDITURES	<u>-</u>	<u>-</u>
Total expenditures	<u>-</u>	<u>-</u>
Excess/(deficiency) of revenues over/(under) expenditures	-	-
OTHER FINANCING SOURCES/(USES)		
Transfer out	(1)	(1)
Total other financing sources/(uses)	<u>(1)</u>	<u>(1)</u>
Net change in fund balances	(1)	(1)
Fund balances - beginning	1	1
Fund balances - ending	<u>\$ -</u>	<u>\$ -</u>

**TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2018
FOR THE PERIOD ENDED JANUARY 31, 2023**

	Current Month	Year To Date
REVENUES		
Interest	\$ -	\$ 4
Total revenues	-	4
EXPENDITURES	-	-
Total expenditures	-	-
Excess/(deficiency) of revenues over/(under) expenditures	-	4
OTHER FINANCING SOURCES/(USES)		
Transfer out	(4)	(4)
Total other financing sources/(uses)	(4)	(4)
Net change in fund balances	(4)	-
Fund balances - beginning	4	-
Fund balances - ending	\$ -	\$ -

**TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT**

MINUTES

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 February 1, 2023, at 10:00 a.m., at the Toscana Isles Amenity Center, 100 Maraviya Blvd., Venice, Florida 34275.

Present were:

Bill Contardo	Vice Chair
Paul Schmitt	Assistant Secretary
Michael Traczuk	Assistant Secretary

Also present were:

Cindy Cerbone	District Manager
Jamie Sanchez	Wrathell, Hunt and Associates, LLC (WHA)
Andrew Kantarzhi	Wrathell, Hunt and Associates, LLC (WHA)
Mark Straley (via telephone)	District Counsel
Shawn Leins	District Engineer
Chris Simmons	Resident/HOA President
Ron Ciranna	HOA Treasurer

Residents present:

David Waller	Elaine Danchise	Mark Marburger	Suzy Marburger
Dan Gombos	Diane Jochum	Dennis Koroll	Nadine Essency
Rob Guarnieri	Steve Wood	Janet Barnard	Irina Smotrich
Bill Ambrose	Robert Raimondi	Gloria Raimondi	Margaret Sutherland
Jeff Munzing	Tom Hart	Lisa Hart	Christine Abrams
Bernie Pluard			

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Sanchez called the meeting to order at 10:02 a.m. Supervisors Schmitt, Contardo and Traczuk were present. Supervisors Blaser and Collins were not present.

SECOND ORDER OF BUSINESS

**Discussion/Consideration:
Duration [1.20 hours]**

Meeting

It was determined 1.20 hours will be sufficient time to conduct this meeting.

44 Ms. Sanchez stated the Oath of Office was administered to Mr. Traczuk prior to the
45 meeting.

46

47 **THIRD ORDER OF BUSINESS**

**CDD Update on Resident
48 Questions/Concerns [10 minutes]**

49

50 Ms. Cerbone explained public records request protocol and the Rules of Procedure
51 related to public comments. She provided the following responses to public comments from
52 the last meeting and emails from Board Members:

53 • **CDD Improvements**

54 CDD improvements are outlined in the District Engineer's Report and are part of the
55 Trust Indenture for the 2014 and 2018 Bonds, which is logged with the Security and Exchange
56 Commission (SEC). Improvements are comprised of CDD roads, drainage, stormwater ponds,
57 most fences, walls, the guardhouse and landscaping only on CDD-owned or easement property.

58 Regarding the weir, the CDD does not own the weir. The weir is private property and
59 owned by the entity known as Wisdom Properties (Wisdom), who filed a lawsuit against the
60 Master Association, the CDD and the Developer.

61 Ms. Cerbone provided information about the CDD's District Engineer being involved in
62 the plans and design of the weir constructed in the early 1990s and the plat dedicating
63 maintenance rights to the HOA "Stormwater Association" as the weir does impact the CDD's
64 stormwater system. The HOA will have to engage the District Engineer or an Engineer directly
65 to inspect the weir and make recommendations since this is not a CDD matter.

66 • **Maintenance Agreement**

67 The Agreement is between the CDD, the Master Association and the Stormwater
68 Association and has existed for a number of years. The Master Association and the Stormwater
69 Association will be referred to as the HOA, going forward.

70 The CDD budget has never included Field Operation costs. The CDD constructed the
71 assets that the HOA maintains, via the Maintenance Agreement. A termination clause was not
72 included in the Agreement. If the HOA and CDD decide to terminate the Agreement, it should
73 not go into effect until January 1, 2024, as several steps must be addressed before the
74 transition date. It will be helpful if the HOA provides all its documents and contracts to the CDD
75 in order to prepare a CDD Field Operations budget and meet certain criteria and deadlines.

76 The Board should keep the Wisdom litigation in mind before deciding on terminating
77 the Maintenance Agreement with the HOA, as this includes the weir and the process of
78 transitioning permits over to the CDD.

79 Ms. Cerbone provided various documents to the HOA.

80 • **Landscape Construction/Installation and Sabal Palm Warranty**

81 Juniper Landscaping (Juniper) is complying with the Landscape Construction/Installation
82 Agreement warranty and will submit a final written report, which will be emailed to the Board
83 and be an item on the next agenda. If the CDD receives a credit, the funds must be applied to
84 the construction account and used solely on a project outlined in the District Engineer's Report.

85 Regarding noise abatement, CDD Staff researched CDD records and found nothing about
86 noise abatement in the CDD permits or it being a requirement, at the CDD level; therefore,
87 residents should contact the City or County directly.

88 Regarding a tour of community, Staff accepted HOA President Chris Simmons' invitation
89 to a tour after this meeting. Mr. Schmitt accepted today's invitation. If there is interest, Board
90 Members should contact the HOA to schedule similar individual tours, which will prevent the
91 possibility of violating the Sunshine Law.

92 • **Have any new regulations, requirements (or changes) impacting stormwater
93 management been issued?**

94 The District Engineer is not aware of any new regulations, as of last week, and would
95 have advised the HOA if there were any.

96 • **Sarasota County and Acknowledgement of Issues/Mistakes with Decisions Related to
97 Knight's Trail**

98 The District Engineer, District Counsel and Ms. Cerbone are not aware of anything that
99 would have impacted the CDD. Residents should contact Sarasota County directly.

100 • **Impact of New Developments on Piping and Stormwater Systems**

101 Various governmental agencies are responsible for reviewing new developments and
102 issuing permits and, aside from that, the District Engineer confirmed that, during construction,
103 all permits were complied with and his designs related to CDD improvements were built as
104 designed and take future developments in surrounding areas into consideration.

105 • **Impact of Lake 2 and Partial Wall vs Full Wall**

106 The CDD constructed these walls based on typical wind flow to control erosion and they
107 were constructed according to that criteria. Those areas without it are protected by the lake
108 enhancement areas, referred to “little islands” at a prior meeting.

109 • **Potential Blocked Pipes in the SE Area Behind Toscavilla**

110 The District Engineer inspected and did not identify any blocked pipes.

111 • **Camera Options for Inside Drainage Pipes**

112 The District Engineer did not see a need to use cameras to inspect the pipes at this time.

113 • **Fencing Transition from Concrete to Plastic and Potential Water Runoff into Street**

114 The District Engineer reported that the CDD was impacted after the hurricane and
115 because the Myakka River crested at historic levels due to the 1,000-year storm event.

116 Residents and Board Members were asked to submit further questions to Ms. Cerbone
117 to forward to the District Engineer in order to prepare responses for the next meeting.

118 The fencing transition was designed and built as planned; the Board can decide to make
119 changes, which will require designating budget funds for professional services and materials.

120 • **Irrigation System (or Lack Thereof) in Roundabouts**

121 The decision was made during development to install drought-proof vegetation instead
122 of an irrigation system. The Board can decide to make changes and designate budget funds.

123 Mr. Schmitt asked for the cost impact if the parties agree to terminate the Maintenance
124 Agreement. He wants to obtain the HOA’s records. He believes irrigation infrastructure is
125 installed in the roundabouts but it is not being used; it is a maintenance issue. Ms. Cerbone
126 stated that she will contact the HOA and report her findings at the next meeting.

127

128 **FOURTH ORDER OF BUSINESS**

Public Comments [15 minutes]

129

130 Resident and HOA Board Member Diane Jochum stated at least six residents on Ravello
131 Boulevard are affected by washouts. In her opinion, the area is dangerous. She asked for rip rap
132 to be installed. In her opinion, the little islands do not protect the land, as intended.

133 Resident Mark Marburger agreed with the opinion that the little island does not stop
134 the wind. He felt that the area is decimated and needs to be graded and sodded before another
135 storm hits, regardless of the budget.

136 Resident Bernie Pluard felt that, prior to the hurricane, the sabal palms helped with
137 noise abatement between homes and businesses and asked the Board to consider something in

138 place of the trees. The sabal palms were full before the hurricane and should be replaced in
139 whole and, if not, bamboo should be installed for esthetics and noise abatement.

140 Resident Christine Abrams voiced her opinion that the vendor is not installing sabal
141 palms like for like when compared to the sizes lost in the storm. She noticed a tremendous
142 difference in debris and noise since the storm.

143 A resident defined the purpose of a vegetation buffer and asked the Board to research
144 the original design. The resident discussed Article 11 in the contract that states all sabal palms
145 have to be replaced or re-staked. He feels the palms were installed incorrectly.

146 A resident asked if Juniper will replace turf damaged by their equipment during
147 installation.

148 Resident Lisa Hart questioned the warranty amount as it exceeds 111 sabal palms. She
149 asked when the downed walls will be repaired.

150 Resident Bill Ambrose asked if the blocked pipes in the southeast area includes 296
151 Toscavilla Boulevard. He felt transitioning the Maintenance Agreement to the CDD will cost the
152 homeowners more and it is not worth the additional tax advantage.

153 Resident Jeff Munzing stated he advised Florida Power & Light (FPL) of missing lights. He
154 noticed several dark areas and feels that these streetlights should mirror those near the
155 condominiums. He voiced his opinion that all roads are failing and asked the Board to review
156 the original design plans and determine if the roads were installed properly and what materials
157 were used. He wants to re-address cameras in the pipes, as he saw residents dumping items in
158 the pipes and having difficulty pulling the filter valve off to get the water to stop flowing into
159 driveways on Toscavilla Blvd.

160 Resident David Waller feels that the roundabout areas are dark and suggested installing
161 reflecting tape to prevent potential accidents.

162 Resident and HOA President Chris Simmons expressed his appreciation of the CDD's
163 open-mindedness about the Maintenance Agreement. He believes in transparency and asked
164 the CDD Board to provide the HOA with information about the CDD budget. He asked the CDD
165 Board Members to vote to rescind acceptance of the allowable Supervisor stipend and to assign
166 those funds to the O&M budget.

167 Resident Irina Smotrich noted she invited everyone to inspect the lack of vegetation in
168 her backyard and asked why the north wall cannot be maintained exactly as it was before the

169 hurricane. She agreed with Mr. Munzing's comment and asked who maintains Knights Trail
170 Road.

171 Ms. Cerbone addressed the above comments as follows:

172 ➤ The HOA budgets and assesses homeowners and uses those funds to maintain and
173 repair the CDD's assets, via the Maintenance Agreement, since inception. Residents should
174 contact the HOA to address maintenance concerns and vendor issues, until such time a decision
175 is made to transition this over to the CDD.

176 ➤ The CDD's budget consists solely for Professional and Administrative expenses. It
177 excludes Field Operations costs as the HOA maintains the CDD assets, which is typical for CDDs.
178 The 2014 and 2018 Bonds are not underfunded and are separate from the General Fund. The
179 debt service portion of the assessments pays the principal and interest on the bonds. It cannot
180 be used on maintenance items. Until the CDD receives information from the HOA about CDD
181 expenses and direction from the Board is received, she cannot seek bank loan information.

182 It was noted that residents will be paying more in O&M costs, if it transitions to the
183 CDD, because the CDD must comply with certain constraints.

184 ➤ Sabal Palm Warranty: The CDD will take all necessary action, once Juniper submits a
185 report. It was noted that Juniper is proceeding with like-for-like replacement, as required .

186 Regarding the sabal palm count, Ms. Cerbone will research it. She discussed the ability,
187 if needed, to engage a vendor to certify that the warranty was fulfilled properly.

188 ➤ Inspecting CDD Assets: A \$5,500 proposal from the District Engineer to inspect and
189 report on CDD assets will be presented later in the meeting.

190 Universal Engineering was engaged to inspect the roads about two years ago. This
191 Report was included in a prior agenda. Requests for a copy should be sent to Ms. Cerbone.

192 ➤ Asphalt: The timing of the second lift of asphalt is always controversial.

193 ➤ Knights Trail Road is outside the CDD's boundaries. The Property Appraiser's website
194 should be researched to determine ownership.

195 Requests for a copy of the Construction Landscape Installation Agreement should be
196 directed to Ms. Cerbone.

197 Ms. Cerbone stated that the HOA needs to submit a request to terminate the
198 Agreement before the Board can make a decision on this matter. She formally asked Mr.
199 Simmons to provide all CDD-related documents to her so she can email the Board. The
200 documents will be used to determine the impact on the CDD and homeowners.

201 Discussion ensued between Mr. Contardo and Mr. Simmons regarding the Developer
202 executing the Agreement, not the HOA Board Member, and understanding that transitioning
203 maintenance back to the CDD will not result in a cost-savings to homeowners.

204

205 **FIFTH ORDER OF BUSINESS** Administration of Oath of Office to
206 Appointed Supervisor, Michael Traczuk
207 [SEAT 4] *(the following to be provided in a*
208 *separate package)* [5 minutes]

209

210 This item was discussed during the First Order of Business.

211 **A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**

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

213 **C. Financial Disclosure Forms**

214 **I. Form 1: Statement of Financial Interests**

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

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

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

218

219 **SIXTH ORDER OF BUSINESS** Acceptance of Unaudited Financial
220 Statements as of December 31, 2022 [3
221 minutes]

222

223 Ms. Cerbone presented the Unaudited Financial Statements as of December 31, 2022.

224

225 **On MOTION by Mr. Contardo and seconded by Mr. Schmitt, with all in favor,**
226 **the Unaudited Financial Statements as of December 31, 2022, were accepted.**

227

228

229 **SEVENTH ORDER OF BUSINESS** Approval of January 4, 2023 Regular
230 Meeting Minutes [2 minutes]

231

232 Ms. Sanchez presented the January 4, 2023 Regular Meeting Minutes.

233

234 **On MOTION by Mr. Schmitt and seconded by Mr. Contardo, with all in favor,**
235 **the January 4, 2023 Regular Meeting Minutes, as presented, were approved.**

236

237

238 **EIGHTH ORDER OF BUSINESS**Continued Discussion: Policy Regarding
239 Parking and Towing [5 minutes]
240

241 Ms. Cerbone thanked Mr. Simmons for participating on a conference call with Mr.
242 Blaser, which resulted in agreeing to defer and keep this matter on the agenda until the HOA
243 Board has time to address it.

244 In Mr. Contardo's opinion, there should be some type of enforcement level
245 implemented to address parking issues. He hopes it will be addressed sooner rather than later.

246

247 **NINTH ORDER OF BUSINESS**Discussion: CDD Workshop Topics [10
248 minutes]
249

250 Ms. Sanchez presented a sample agenda for a Joint Workshop with the HOA. Ms.
251 Cerbone discussed Workshop protocol. Residents in attendance were asked to provide
252 suggestions for the Workshop agenda during public comments or email them to Ms. Cerbone.

253 Ms. Cerbone was asked to research dates, room and Staff availability for an evening
254 Workshop and report her findings at the next meeting.

255

256 **TENTH ORDER OF BUSINESS**

STAFF REPORTS [10 minutes]

257

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

259 Mr. Straley welcomed Mr. Traczuk to the Board and advised him to expect a letter
260 outlining the Sunshine and Public Records laws.

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

262 There was no report.

263 **• Cost Proposal and Inspection Report on District Improvements**

264 Ms. Cerbone felt that the lump sum services require further clarification. She will ask
265 Mr. Simmons if the HOA wants to engage the Engineer, instead of the CDD, so the weir can be
266 included in the inspection. This item was deferred.

267 **C. District Manager: *Wrathell, Hunt and Associates, LLC***268 **• NEXT MEETING DATE: March 1, 2023 at 10:00 AM**269 **○ QUORUM CHECK**

270 The next meeting will be on March 1, 2023.

271

272 **ELEVENTH ORDER OF BUSINESS**

Board Members’ Comments/Requests [5 minutes]

273
274
275
276

There were no Board Members’ comments or requests.

277 **TWELFTH ORDER OF BUSINESS**

Public Comments [15 minutes]

278
279

A resident expressed their opinion that projects should be done when needed, instead of touring the community, discussing ideas and holding workshops.

281 A resident asked if the Maintenance Agreement is available to review.

282 Mr. Simmons wanted to hear more about the engineering information at the Workshop
283 and for the on-site Engineer to provide an overview of various infrastructure documents. He
284 requested a map identifying CDD-owned improvements.

285 A resident suggested holding a meeting with the residents affected by the sabal palms
286 before the Board makes any decision.

287 A resident asked for clarification that the CDD was responsible for installing the original
288 fences but the HOA is responsible for the maintenance.

289 Ms. Cerbone addressed the above comments as follows:

290 ➤ Because the CDD is a governmental agency and must abide by certain rules and
291 regulations, Ms. Cerbone, as District Manager, must provide the Board with adequate
292 information to make informed decisions before proceeding with projects.

293 ➤ Requests for CDD documents should be emailed to Ms. Sanchez or Ms. Cerbone, whose
294 business cards were available at the back of the room.

295 ➤ Sabal Palms: Juniper’s report and supporting documents will be discussed at the next
296 meeting; those unable to attend can email comments to the Board or WHA Staff.

297 ➤ Workshop: The purpose of conducting a workshop was explained. Workshops differ
298 from Mr. Simmons’ request. Mr. Simmons was asked to submit a public records request.

299

300 **THIRTEENTH ORDER OF BUSINESS**

Adjournment

301
302
303
304

On MOTION by Mr. Schmitt and seconded by Mr. Traczuk, with all in favor, the meeting adjourned at 12:03 p.m.

305

306

307

308

309

310 _____
Secretary/Assistant Secretary

_____ Chair/Vice Chair

**TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT**

8

Toscana Isles Community Development District (“CDD”)

Parking and Towing Policy (“Parking Policy”)

I. Parking Restrictions

A. For purposes of this Policy, "vehicle" includes, without limitation, restricted vehicles (any truck, motor home, camper, or other vehicle designed to provide temporary living quarters and having facilities for sleeping), cars, trucks, vans, SUVs, and other objects designed for transporting items or individuals whether motorized or not.

B. A vehicle may be parked on a CDD road for no longer than two hours provided the vehicle does not interfere with traffic flow at any time, is not parked in a CDD right-of-way adjacent to any median located in the center of the road, does not block access to sidewalks, and faces the same direction of traffic flow. When feasible, vehicles shall avoid parking within 20-feet of another vehicle parked on the opposite side of the roadway to allow free movement of traffic, delivery trucks, and emergency vehicles.[Will this be enforced? If so, this should be revised to remove “when feasible” and “shall avoid” and include “shall not”]

C. Parking on CDD roads is strictly prohibited from the hours of 12:00am to 6:00am, unless an overnight parking pass was issued in accordance with Section II below, which must be prominently displayed at all times on the driver's side interior front window when parked within the CDD road right-of-way.

II. Overnight Parking Pass

A. An overnight parking pass may be obtained from the Toscana Isles Master Association (“Master Association”).

B. An overnight parking pass will be valid only for 1 (one) night.

C. The CDD or the Master Association may issue an overnight parking pass for medical emergencies and/or unexpected guests.

III. Violations

A. Upon a first violation of this Parking Policy within a 90-day period, the CDD or its designee will place a parking violation notice on the windshield of the vehicle. If the CDD or its designee has an email address on file for the owner of the vehicle it will provide a written notice via email to the vehicle’s owner (with photographic evidence) requesting the resident to comply with the parking policy.

B. Upon a second violation within a 90-day period the CDD or its designee will place an official violation letter on the vehicle and if the CDD or its designee has an email address on file for the owner of the vehicle it will provide a second written notice via email to the vehicle’s owner. A second violation cannot be issued the same day that first violation

occurs, i.e. the second violation can only be issued after midnight that same night (i.e. after 12:00 am the immediately following day).

C. Upon a third violation within a 90-day period the CDD or its designee will place an official violation letter on the vehicle, and if the CDD or its designee has an email address on file for the owner of the vehicle it will provide a third written notice via email to the vehicle's owner, and the vehicle's license plate number will be provided to the CDD's contracted towing company to be on the list of vehicles that can be towed for the remainder of the 90-day period if illegally parked within the CDD road or right-of way during the hours of 12:00am and 6:00am. [What about if a vehicle is parked for more than two hours?}The vehicle must be moved within two (2) hours of the violation time shown on the written notice that is placed on the vehicle windshield the vehicle will be towed without notice.

D. Upon a fourth violation or more in a consecutive 90-day period the vehicle will be towed without further notice at vehicle owner's expense. The CDD or its designee's ability to tow the vehicle without prior notice, if parked illegally, shall expire the 91st day after the date of the first violation, except during situations where emergency towing is necessary. [Is this only for overnight parking violations or does it include vehicles parked for more than two hours?]

**TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT**

9

Toscana Isles Community Development District
OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W•Boca Raton, Florida 33431
Phone: (561) 571-0010•Toll-free: (877) 276-0889•Fax: (561) 571-0013

_____, 2023

Board of Supervisors
Toscana Isles Community Development District

<p style="text-align:center"><u>ATTENDEES:</u> Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.</p>

Dear Board Members:

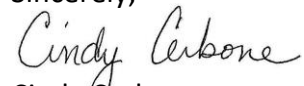
The Board of Supervisors of the Toscana Isles Community Development District will hold a Workshop on TBD at the Toscana Isles Amenity Center, 100 Maraviya Blvd., Venice, Florida 34275, The agenda is as follows:

1. Call to Order/Roll Call
2. Chairman's Opening Remarks
3. Discussion: CDD Background
 - Board Member Comments
 - Public Comments
 - Board Member Comments
4. Discussion: CDD Bonds
 - Board Member Comments
 - Public Comments
 - Board Member Comments
5. Discussion: CDD Budget
 - Board Member Comments
 - Public Comments
 - Board Member Comments
6. Discussion: Repairs and Maintenance of CDD Improvements by The Master Association
 - Board Member Comments
 - Public Comments

- Board Member Comments
7. Public Comments: *non-agenda items*
 8. Supervisors' Requests
 9. Adjournment

Should you have any questions and/or concerns, please feel free to contact me directly at (561) 346-5294.

Sincerely,


Cindy Cerbone
District Manager

**TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF
REPORTS
B**



January 26, 2023

Via E-Mail: cerbonec@whhassociates.com

Ms. Cindy Cerbone
District Manager
Wrathell, Hunt and Associates, LLC
2300 Glades Road #410W
Boca Raton, FL 33431

RE: DISTRICT IMPROVEMENT INSPECTIONS– TOSCANA ISLES
AME JOB – VANG0015CDD

Dear Cindy:

The Additional Services will cover the following:

Field review and report on District improvements with recommendations on repair and maintenance that the CDD can forward to the Master Association to include:

Visual Field Review of the following:

- 1) Stormwater Management
- 2) Gate House
- 3) Roads
- 4) Curbs
- 5) Sidewalks
- 6) Walls
- 7) Fencing

The following items are not included in this review:

- Irrigation
- Landscaping

We propose to furnish the above services **for a lump sum of Five Thousand Five Hundred Dollars (\$5,500)**, 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

A handwritten signature in blue ink that reads 'D. Shawn Leins'.

D. Shawn Leins, P.E.
President

**TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF
REPORTS
C**

TOSCANA ISLES COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 MEETING SCHEDULE

LOCATION

Offices of Vanguard Land, LLC, located at 6561 Palmer Park Circle, Suite B, Sarasota, Florida 34238

¹*Toscana Isles Amenity Center, 100 Maraviya Blvd., Venice, Florida 34275*

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
November 7, 2022* <i>Continued to November 15, 2022</i>	Regular Meeting	10:00 AM
November 15, 2022	Continued Regular Meeting	10:00 AM
November 28, 2022	Regular Meeting	2:00 PM
December 7, 2022 CANCELED	Regular Meeting	10:00 AM
January 4, 2023¹	Regular Meeting	10:00 AM
February 1, 2023¹	Regular Meeting	10:00 AM
March 1, 2023¹	Regular Meeting	10:00 AM
April 5, 2023¹	Regular Meeting	10:00 AM
May 3, 2023¹	Regular Meeting	10:00 AM
June 7, 2023¹	Regular Meeting	10:00 AM
July 5, 2023¹	Regular Meeting	10:00 AM
August 2, 2023¹	Regular Meeting	10:00 AM
September 6, 2023¹	Regular Meeting	10:00 AM

***Exception**

November meeting date is two weeks earlier to accommodate Thanksgiving Holiday