

**TOSCANA ISLES
COMMUNITY DEVELOPMENT
DISTRICT**

May 3, 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

April 26, 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 May 3, 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. Chairman's Opening Remarks [**5 minutes**]
5. Approval of April 5, 2023 Regular Meeting Minutes [**2 minutes**]
6. Public Comments [**15 minutes**]
7. Continued Discussion: Policy Regarding Parking and Towing [**5 minutes**]
8. Acceptance of Unaudited Financial Statements as of March 31, 2023 [**3 minutes**]
9. Discussion: Fiscal Year 2024 Budget [**10 minutes**]
10. STAFF REPORTS [**10 minutes**]
 - A. District Counsel: *Straley Robin Vericker*
 - B. District Engineer: *AM Engineering, LLC*
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*
 - ___ Registered Voters in District as of April 15, 2023
 - NEXT MEETING DATE: June 7, 2023 at 10:00 AM [Presentation of Fiscal Year 2024 Budget]

○ 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
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



Proposal

Proposal No.: 209075

Proposed Date: 04/28/23

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

Replacement credit for missing sabal palms

based off 250' in North East corner on Vinadio

ITEM	QTY	UOM	UNIT PRICE	EXT. PRICE	TOTAL
Landscape					\$40,652.50
Fishtail Palm, 08-10' oa - 30G	71.00	30g	\$200.00	\$14,200.00	
Muhly Grass, 01 gallon - 01G	204.00	01g	\$7.00	\$1,428.00	
Silver Saw Palmetto, 03 gallon - 03G	122.00	03g	\$30.00	\$3,660.00	
prep/clean up/ bamboo	70.00	HR	\$45.00	\$3,150.00	
Brown Mulch 2 cu. ft.	144.00	EA	\$6.00	\$864.00	
Debris by the truck	1.00	1	\$850.50	\$850.50	
Empire Zoysia, 01 Square Foot - 01SF	11000.00	01SF	\$1.50	\$16,500.00	
Irrigation repairs					\$1,408.00
Maintenance Division Labor	24.00	HR	\$45.00	\$1,080.00	
Misc Irrigation Parts	1.00	EA	\$328.00	\$328.00	
			Total:		\$42,060.50

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 damage 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: A deposit or payment in full will be required 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.

DUE TO THE NATURE OF MATERIAL COST VOLATILITY, WE ARE CURRENTLY HOLDING PRICING FOR THIRTY (30) DAYS FROM PROPOSAL DATE

Signature (Owner/Property Manager)

Date

Printed Name (Owner/Property Manager)

Signature - Representative

Date

**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 April 5, 2023, at 10:00 a.m., at the Toscana Isles Amenity Center, 100 Maraviya Blvd., Venice, Florida 34275.

Present were:

Scott Blaser	Chair
Bill Contardo	Vice Chair
Paul Schmitt	Assistant Secretary
James Collins	Assistant Secretary
Michael Traczuk	Assistant Secretary

Also present were:

Cindy Cerbone	District Manager
Jamie Sanchez	Wrathell, Hunt and Associates, LLC (WHA)
Vivek Babbar (via telephone)	District Counsel
Dan Damont	Juniper Landscaping
Anthony Scappatura	Juniper Landscaping
Diane Jockum	Resident/HOA Board Member
Chet Nebolini	Resident/Carriage Homes Board Member

Residents present:

Erika Lewis	Paula Steinert	Irina Smotrich	June Appleget
Mark Shantz	Mike Dunnaya	Steve Sowers	Bernie Pluard
Janet Sasso	Irina Gorekiko	Hung Nguyen	Dennis Koroll
Chip Velaris	Robert Raimondi	Mike Schultz	Diane Nebolini
Lisa Hart	Linda Hogenmiller		

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Sanchez called the meeting to order at 10:01 a.m. All Supervisors were present.

SECOND ORDER OF BUSINESS

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

Meeting

42 **THIRD ORDER OF BUSINESS** **Presentation for Juniper Landscaping [10**
43 **minutes]**

44
45 **A. Discussion/ Consideration of Amendment to Construction Agreement with Juniper**
46 **Landscaping [5 minutes]**

47 Mr. Damont reported the following:

48 ➤ Trees were counted and, of the original 1,913 sabal palm trees planted, 1,868 remain,
49 including the 110 replaced after the storm.

50 ➤ 227 trees were re-staked and additional trees that are leaning slightly will be re-staked.

51 ➤ 53 root balls still in the ground will be flush cut and covered with mulch.

52 ➤ 30 dead trees remain in the ground; 15 are taller than 60' and the remaining 15 trees
53 are shorter. The remaining dead trees will be removed and flush cut.

54 ➤ 75 sabal palms from the original count are missing. A credit enhancement to install
55 material back into the buffer is proposed. The credit for 75 palms, at \$298.30 per tree, totals a
56 \$22,372.50 enhancement credit.

57 ➤ Installing Fishtail Palms, Muhly Grass and Silver Saw Palmettos is proposed.

58 Asked how high the Fishtail Palms would be, Mr. Damont stated 30-gallon palms are 8'
59 to 10' tall and they are fast growers.

60 Mr. Damont discussed the proposed landscaping and responded to questions about the
61 number of dead trees, lack of foliage on hurricane cut trees, warranty on replacements,
62 expectation that 10% of replacement trees might fail and overall aesthetics.

63 Mr. Damont noted that landscaping taller than 14' is not included in the contract scope
64 of work but can be added for an additional cost, as it is considered arbor work.

65 Discussion ensued regarding the location of the enhanced warranty buffer area and how
66 the credit would be used.

67 Ms. Cerbone stated the CDD provided information to the HOA President but feedback is
68 pending. In similar situations, one CDD Board Member can be designated to work with an HOA
69 representative to develop a survey to solicit resident ideas. Plantings must be installed on CDD
70 easements and/or CDD property, not on private property.

71 Discussion ensued regarding the roles of the Landscape Committee and the HOA, easing
72 the burden on Juniper to provide multiple proposals, tree count discrepancies and the need to
73 agree upon the tree count.

74

75 **On MOTION by Mr. Blaser and seconded by Mr. Contardo, with all in favor,**
76 **authorizing Supervisor Schmitt and Juniper Landscaping to do a tree count**
77 **together, was approved.**

78

79

80 Mr. Damont reiterated that, based on the height, removal of hurricane damaged
81 bamboo is considered non-contractual arbor work. Ms. Cerbone asked if the landscaping along
82 the perimeter wall was funded by construction funds. Mr. Damont replied affirmatively.

83 Ms. Cerbone asked if there is an issue using a landscaping credit for hurricane cleanup of
84 a CDD easement/property related to a previous Agreement. Mr. Babbar stated that a one-time,
85 post-storm maintenance event is permissible, even though construction funds were used.

86 Mr. Damont stated bamboo removal is classified as site prep for the new buffer. Ms.
87 Cerbone stated the \$3,150 proposal for debris removal includes all debris removal including
88 bamboo. Mr. Damont stated the cost of debris removal for the enhancement area is \$850.50

89 Regarding concentrating on the corner section, Mr. Damont stated his professional
90 opinion that the corner is the worst eyesore. Although it is not a high-traffic area, he suggested
91 using the credit on that corner. To achieve a noticeable effect it is necessary to concentrate
92 trees in the area.

93 Mr. Schmitt stated residents complained about the asphalt odor and asked what can be
94 done. A Board Member sympathized but noted that the business was there first. Mr. Contardo
95 stated the CDD cannot do anything about it.

96 Regarding whether to solicit additional HOA input, the consensus was to request
97 additional input from the HOA, hear public comments today and advise residents that
98 additional comments will be accepted at the next meeting.

99

100 **FOURTH ORDER OF BUSINESS**

**CDD Update on Resident Questions/
Concerns [5 minutes]**

101

102

103 Ms. Sanchez stated the following responses were provided by the District Engineer:

104 • **Pipes Behind 296 Toscavilla**105 All pipes, obscured or visible, were checked and none appear to be clogged. The
106 resident who raised the issue at the previous meeting was notified.107 • **Bridge Weight Limits and Signage**108 The bridge weight limits meet Florida Department of Transportation (FDOT) standards,
109 with a weight capacity of 20 to 25 tons. Whether to post signs is an HOA decision but not many
110 vehicles exceed those limits. Vehicles that might exceed these weights should use the
111 construction entrance.112 • **Ownership of Pumps for Fountains**113 Aeration pumps, if any, would be owned by the HOA. Questions should be directed to
114 the HOA.115 Mr. Contardo discussed his experience with superstructure analysis and bridges and
116 opined that the bridge would hold but impact loads could erode the structure, over time. Large
117 trucks should not drive across the bridge.118 Ms. Cerbone stated Staff was not tasked with determining the appropriateness of signs
119 with the Florida Department of Transportation (FDOT) guidelines; if asked, she would
120 coordinate with the HOA.

121 Mr. Collins expressed his opinion that the HOA is not representing residents' interests.

122

123 **FIFTH ORDER OF BUSINESS****Chairman's Opening Remarks [5 minutes]**

124

125 Mr. Blaser welcomed residents to the meeting and explained that governmental
126 meetings run differently than HOA meetings.

127

128 **SIXTH ORDER OF BUSINESS****Public Comments [15 minutes]**

129

130 Resident June Appleget complained about parking in the entrance circle during school
131 bus drop off and pick up. She thinks vehicles are illegally parked since they block the entrance

132 and exit. She was advised by Patrick that it is not within the HOA's jurisdiction to enforce
133 parking rules and she should call the police.

134 Ms. Cerbone stated all the roads owned by the CDD are public and, since the CDD is a
135 governmental entity, the CDD would need to adopt parking and towing rules in order to have a
136 legal parking and towing enforcement policy. She discussed the process, including drafting
137 rules/policy, holding a public hearing, adopting the rules/policy, partnering with the HOA
138 because it maintains all roads, and entering into a Towing Agreement with the HOA to
139 administer of the Towing Policy. The HOA would have the policy and could give instructions to
140 place notices on vehicles and have vehicles towed, when appropriate. Via an email and a call
141 with the HOA President, she and Mr. Blaser were advised that the HOA is aware of the issue
142 and, while the HOA is not ready to address it, the HOA intends to do so.

143 Mr. Contardo recalled that there was no response to a draft parking procedure and
144 policy previously submitted to the HOA.

145 Discussion ensued regarding a means of addressing the issue and asking Patrick to
146 include this in the HOA newsletter to garner resident input.

147 Resident Robert Raimondi supported obtaining an accurate tree count and asked how
148 the determination is made that a tree must be replaced. Mr. Scappatura discussed the root ball
149 structure of the sabal palm trees and stated damaged and at-risk trees were identified
150 immediately after the storm and re-staked, if necessary.

151 A resident observed that some trees are tilted and asked if that is normal. Mr.
152 Scappatura stated sabal palms and coconut palms often tilt.

153 A resident stated, although she was aware of what is on the other side when she
154 purchased her home, the diminished buffer makes matters worse and is unsightly.

155 Ms. Cerbone stated the only open item the CDD has right now is the warranty credit.
156 Any and all enhancements to landscaping are up to the HOA because the CDD does not have an
157 Operations budget. Questions regarding additional buffering and other landscaping items the
158 HOA can provide should be directed to the HOA.

159 Mr. Blaser stated construction, earthwork or engineering by the CDD could necessitate
160 an assessment. Mr. Contardo noted the Board wants to avoid that.

161 Resident Dennis Koroll expressed concern about trucks on the bridge exceeding 25 tons.
162 Ms. Cerbone stated, in her experience, communities with an HOA generally have numerous
163 requirements for builders, including entry and exit points, start and end times, grading
164 requirements, etc. She stated documents should be available and noted that many HOAs
165 include committees such as an Architectural Review Board, that exist to address such issues.

166 Mr. Koroll echoed previous complaints about parking.

167 Resident Mark Shantz encouraged the CDD to work to reduce animosity and improve
168 communications with the HOA. He feels that the two groups should solve problems for the
169 benefit of the community. The HOA President advised him that the HOA paid to have Juniper
170 remove root balls that were covered by the warranty and, if true, he thinks the HOA should be
171 reimbursed and the funds could be used to address the issues at the asphalt plant.

172 Mr. Contardo agreed about the need to work together and noted that there was no
173 response from the HOA regarding parking.

174 Regarding the question of whether the HOA paid for something covered by the
175 warranty, Ms. Cerbone stated she does not know if the HOA did because she does not have
176 access to HOA records. The previous and current HOA Presidents have the warranty
177 information and understand that, because the warranty is in the CDD's name, the CDD was
178 working with everyone and with Juniper. Any decisions regarding the warranty would come
179 before the CDD Board and the CDD Board would give direction. In parallel, after the hurricane,
180 the CDD immediately filed for Federal Emergency Management Agency (FEMA) assistance
181 without knowing if the CDD would qualify because, while the CDD owns the assets, it contracts
182 with the HOA for maintenance. The HOA was informed and advised to contact HOA Counsel
183 and possibly file a claim, as well. The HOA representatives and Ms. Sanchez, representing the
184 CDD, met with FEMA and, at that meeting, FEMA advised the CDD to withdraw its claim since
185 the CDD is not the maintenance entity and FEMA advised the HOA to proceed with its claim.
186 While she does not know what subsequently transpired, it is possible that the HOA directed
187 Juniper to perform work that was also included in the warranty. While this information does
188 not answer the question directly, these are the details about relevant events.

189 Mr. Babbar stated, if the HOA can provide documentation, Staff can investigate and the
190 HOA can request a credit from Juniper. Additional information would be needed by Juniper or
191 the HOA, to further investigate before an answer is given. Ms. Cerbone suggested it would be
192 best from the HOA; the CDD would need a copy of the invoice from Juniper and a copy of the
193 canceled/cleared check to determine if it is within the warranty area.

194 Discussion ensued regarding the work completed and the FEMA claim.

195 Staff will find out if the HOA paid for work covered by the CDD's warranty.

196 A resident complained about paying HOA fees and CDD assessments because, in her
197 opinion, neither takes responsibility for the perimeter wall fencing. Ms. Cerbone stated the
198 HOA is responsible for assessing and repairing perimeter walls.

199 Mr. Blaser stated information about the CDD's purpose and function is available on the
200 website. The majority of CDD assessments pay the bonds that built the development; no
201 additional funds are set aside for repairs, as that is managed by the HOA.

202 Resident Paula Steinert asked if Juniper will prop up leaning trees along the perimeter
203 wall, on the hill backing up to the apartments. Mr. Scappatura stated those trees are not
204 covered by the insurance policy; they are the HOA's responsibility. Proposals were sent with no
205 authorization to proceed. The trees should survive but might grow irregularly if not addressed.

206 Resident Hung Nguyen expressed concern about the HOA's special assessments levied
207 for lake aeration and irrigation.

208 Discussion ensued regarding lake water quality, irrigation issues, previous lake oxygen
209 measurements and previous work done by SOLitude.

210 Ms. Cerbone stated her understanding that the HOA has a Master Association and a
211 Stormwater Association. The Stormwater Association holds all the permits and the HOA is the
212 only maintenance entity. The HOA is responsible for contracting with licensed, certified vendors
213 to perform work and/or recommend work to be done. The HOA does not need CDD approval to
214 change the irrigation system, add or remove an aerator, etc., as the HOA is the maintenance
215 entity and the permits are in the name of that entity. While the CDD owns the assets and the
216 HOA and the CDD can discuss the matter at a publicly noticed meeting, there is no requirement
217 to do so. Regarding Mr. Nguyen's question about the \$1,500 HOA assessment, she is confident

218 the HOA received his email because it was forwarded to the CDD. The majority of Mr. Nguyen's
219 questions are for the HOA and she cannot opine on HOA matters. She suggested he work with
220 the HOA and call or email her if he needs further information.

221 Resident and Carriage Homes Board Member Chet Nebolini expressed frustration about
222 further delays due to what he thinks was the prior Board's failure to address ongoing parking
223 issues. He asked how the issue can be finalized. Mr. Blaser stated there is a parking policy;
224 however, the HOA is not enforcing it because the CDD has not authorized the HOA to do so.

225 Discussion ensued regarding parking violations and enforcement of parking rules.

226 Ms. Cerbone reiterated that the CDD must follow a process to establish official parking
227 rules in order to enforce towing. She stated her understanding that the former HOA President
228 was advised that it is not legal for the HOA to tow vehicles and the HOA could be held liable for
229 doing so. She suggested that, when the CDD Board is ready to work with the HOA and the
230 community, rules can be developed and a contract put in place. Rules could include warnings
231 and, if the HOA agrees, the Property Manager could issue warnings before the towing company
232 is called. At the time, HOA Counsel confirmed that, since the roads are public, towing
233 enforcement comes from the CDD.

234 Ms. Cerbone stated the previous HOA President worked with resident and former CDD
235 Board Member Jeffrey Sweater to develop a draft Parking and Towing Policy. It was presented
236 to the CDD Board around the time resident and CDD Board Member Mr. LaBoe moved and
237 resigned from the CDD Board, leaving one resident and three Developers on the CDD Board.
238 The Developers were hesitant to proceed with action as they did not live in the CDD and did not
239 want to impose something on residents so this matter was deferred to the resident-controlled
240 Board elected in November 2022. The version of the Policy in the agenda was developed by the
241 former HOA President and Mr. Sweater, the former resident CDD Board Member.

242 Mr. Contardo reiterated that the HOA has not responded.

243 Asked why towing cannot be allowed, Ms. Cerbone reiterated that the CDD owns the
244 roads and, according to the law, the CDD must hold a public hearing to adopt rules, enter into a
245 Towing Agreement and name administrators of the Towing Agreement. Many months ago, it
246 was thought that the HOA would be the administrator of the Towing Agreement.

247 ▪ **Continued Discussion: Policy Regarding Parking and Towing [5 minutes]**

248 **This item, previously the Ninth Order of Business, was presented out of order.**

249 Regarding traffic enforcement during morning drop off and afternoon pick up, Ms.
250 Cerbone stated the area in question is CDD property. She suggested asking the police
251 department if an officer is available during those times to address safety issues.

252 Staff was directed to review the parking rules and present ideas at the next meeting, at
253 which, public comment will be taken regarding this matter.

254 ▪ **Public Comments Resumed**

255 Resident Janet Sasso thanked the Board for their efforts to work with the HOA. She
256 discussed issues with illegal parking and asked for an improved policy to be implemented as
257 soon as possible.

258 Discussion ensued regarding asking the school to change the pickup location.

259 Resident and HOA Board Member Diane Jochum feels that the HOA and the CDD need
260 to avoid animosity and work together for the benefit of the community.

261 Mr. Blaser stated he arranged to meet monthly with HOA Board Member Chet Bellairs.
262 He noted CDD Board Members cannot meet/discuss matters outside of a public meeting.

263 Ms. Jochum stated HOA Board Members are also restricted with regard to meetings.

264 Ms. Cerbone stated Staff will email documents to Mr. Simmons and Patrick, of the HOA,
265 when directed by the Board. If a joint HOA and CDD meeting is desired, Management will
266 ensure legal noticing requirements are met and work with the parties to schedule a meeting or
267 a workshop.

268 Ms. Jochum stated the HOA's parking procedure prohibits parking from 11:00 p.m. to
269 7:00 a.m. Two violation letters were sent and both recipients complied. There have been issues
270 with cars parking overnight; the HOA welcomes help in working with a towing company. She
271 will not approach violators parking up front and feels that it is not appropriate for residents to
272 do so. She stated the HOA would like to add to the CDD buffer and budgeted for it in the special
273 assessment; the HOA recognizes that it is up to the CDD how to spend the credit from Juniper.

274

275 SEVENTH ORDER OF BUSINESS Acceptance of Unaudited Financial
 276 Statements as of February 28, 2023 [3
 277 minutes]
 278
 279

280 **On MOTION by Mr. Schmitt and seconded by Mr. Traczuk, with all in favor, the**
 281 **Unaudited Financial Statements as of February 28, 2023, were accepted.**

282
 283
 284 EIGHTH ORDER OF BUSINESS Approval of Minutes [2 minutes]
 285

- 286 A. March 1, 2023 Regular Meeting
- 287 B. March 14, 2023 Workshop

288 Ms. Sanchez stated some names of members of the public present were missing. She
 289 noted that those names were added and appear in the version in the agenda.

290
 291 **On MOTION by Mr. Collins and seconded by Mr. Traczuk, with all in favor, the**
 292 **March 1, 2023 Regular Meeting and the March 14, 2023 Workshop Minutes, as**
 293 **presented, were approved.**

294
 295
 296 Mr. Blaser asked for “Approval of Minutes” to be after “Chairman’s Opening Remarks”
 297 on future meeting agendas.

298
 299 NINTH ORDER OF BUSINESS Continued Discussion: Policy Regarding
 300 Parking and Towing [5 minutes]
 301

302 This item was addressed during the Sixth Order of Business.
 303

304 TENTH ORDER OF BUSINESS STAFF REPORTS [10 minutes]
 305

306 Mr. Blaser stated Staff is directed to send a request to the HOA President and the
 307 Administrator advising that the CDD Board will discuss the Parking and Towing Policy and the
 308 Juniper warranty options at the next meeting and residents will be able to comment.

- 309 A. District Counsel: *Straley Robin Vericker*

310 There was no report.

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

312 Ms. Cerbone asked to be informed, in advance, if the District Engineer's attendance is
 313 needed so she can arrange for his attendance, via telephone. At one time, the Board asked the
 314 District Engineer to prepare a proposal for an inspection of the CDD's improvements and
 315 maintenance recommendations. The Board tabled this so it will be removed from the agenda,
 316 for now, and be sent to the HOA to determine interest. She did not think any action was taken.

317 **C. District Manager: *Wrathell, Hunt and Associates, LLC***318 • **NEXT MEETING DATE: May 3, 2023 at 10:00 AM**319 ○ **QUORUM CHECK**

320 Ms. Cerbone stated questions, concerns or direction about budget line item
 321 adjustments should be discussed at the May meeting to allow time for discussion and for Staff
 322 to prepare for presentation of the Fiscal Year 2024 budget at the June meeting.

323 Discussion ensued about the HOA possibly wanting to turn items back over to the CDD.

324 Ms. Cerbone stated, when she and Mr. Blaser met with Mr. Simmons months ago, they
 325 stated that the CDD needs advance notice and time to collect revenues to fund expenses and
 326 gather documents. Such a change would not be effective until January 1 of the new year; at the
 327 moment, she did not believe such a change was in discussion.

328

329 **ELEVENTH ORDER OF BUSINESS****Board Members' Comments/Requests [5 minutes]**

330

331

332 Mr. Contardo asked for the HOA's parking regulations. Ms. Cerbone will email them.

333

334 **TWELFTH ORDER OF BUSINESS****Public Comments [15 minutes]**

335

336 No members of the public spoke.

337

338 **THIRTEENTH ORDER OF BUSINESS****Adjournment**

339

340

341 **On MOTION by Mr. Contardo and seconded by Mr. Traczuk, with all in favor,**
 342 **the meeting adjourned at 12:27 p.m.**

343

344

345

346

347

348 _____
Secretary/Assistant Secretary

_____ Chair/Vice Chair

**TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT**

7

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**

**UNAUDITED
FINANCIAL
STATEMENTS**

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

**TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
MARCH 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	\$ 142,006	\$ -	\$ -	\$ -	\$ -	\$ 142,006
Investments						
Reserve	-	710,363	804,077	-	-	1,514,440
Prepayment	-	118	693	-	-	811
Revenue	-	921,436	1,093,584	-	-	2,015,020
Due from general fund	-	6,397	8,849	-	136	15,382
Total assets	<u>\$ 142,006</u>	<u>\$1,638,314</u>	<u>\$1,907,203</u>	<u>\$ -</u>	<u>\$ 136</u>	<u>\$ 3,687,659</u>
LIABILITIES						
Liabilities:						
Due to debt service fund 2014	\$ 6,397	\$ -	\$ -	\$ -	\$ -	\$ 6,397
Due to debt service fund 2018	8,849	-	-	-	-	8,849
Due to capital projects fund 2018	136	-	-	-	-	136
Taxes payable	428	-	-	-	-	428
Total liabilities	<u>15,810</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>15,810</u>
FUND BALANCES						
Restricted for:						
Debt service	-	1,638,314	1,907,203	-	-	3,545,517
Capital projects	-	-	-	-	136	136
Assigned						
Three months working capital	39,679	-	-	-	-	39,679
Unassigned	86,517	-	-	-	-	86,517
Total fund balances	<u>126,196</u>	<u>1,638,314</u>	<u>1,907,203</u>	<u>-</u>	<u>136</u>	<u>3,671,849</u>
Total liabilities and fund balances	<u>\$ 142,006</u>	<u>\$1,638,314</u>	<u>\$1,907,203</u>	<u>\$ -</u>	<u>\$ 136</u>	<u>\$ 3,687,659</u>

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

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ 1,273	\$ 150,045	\$ 154,039	97%
Interest and miscellaneous	1	14	-	N/A
Total revenues	<u>1,274</u>	<u>150,059</u>	<u>154,039</u>	97%
EXPENDITURES				
Professional & administrative				
Supervisor's fees	1,400	3,400	8,612	39%
FICA	107	260	-	N/A
Management/accounting/recording	3,643	21,860	43,721	50%
Debt service fund accounting	644	3,862	7,725	50%
Legal	2,394	13,768	36,000	38%
Engineering	383	1,965	5,000	39%
Audit	-	-	4,400	0%
Arbitrage rebate calculation	-	-	750	0%
Dissemination agent	167	1,000	2,000	50%
Trustee	-	10,402	11,236	93%
Telephone	16	100	200	50%
Postage	10	39	500	8%
Printing & binding	41	250	500	50%
Legal advertising	-	513	1,200	43%
Annual special district fee	-	175	175	100%
Insurance	-	7,821	8,695	90%
Contingencies/bank charges	23	148	1,000	15%
Website	-	-	705	0%
ADA website compliance	-	-	210	0%
Total professional & administrative	<u>8,828</u>	<u>65,563</u>	<u>132,629</u>	49%
Other fees & charges				
Tax collector	19	2,245	2,407	93%
Total other fees & charges	<u>19</u>	<u>2,245</u>	<u>2,407</u>	93%
Total expenditures	<u>8,847</u>	<u>67,808</u>	<u>135,036</u>	50%
Excess/(deficiency) of revenues over/(under) expenditures	(7,573)	82,251	19,003	
Fund balances - beginning	133,769	43,945	23,184	
Assigned				
Three months working capital	39,679	39,679	39,679	
Unassigned	86,517	86,517	2,508	
Fund balances - ending	<u>\$ 126,196</u>	<u>\$ 126,196</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 MARCH 31, 2023**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ 6,495	\$ 765,427	\$ 785,537	97%
Interest	4,368	18,397	-	N/A
Total revenues	<u>10,863</u>	<u>783,824</u>	<u>785,537</u>	100%
EXPENDITURES				
Principal	-	190,000	190,000	100%
Interest	-	281,519	557,575	50%
Tax collector	98	11,453	12,274	93%
Total expenditures	<u>98</u>	<u>482,972</u>	<u>759,849</u>	64%
Excess/(deficiency) of revenues over/(under) expenditures	10,765	300,852	25,688	
OTHER FINANCING SOURCES/(USES)				
Transfers in	-	1	-	
Total other financing sources	<u>-</u>	<u>1</u>	<u>-</u>	
Net change in fund balances	10,765	300,853	25,688	
Fund balances - beginning	1,627,549	1,337,461	1,327,304	
Fund balances - ending	<u>\$ 1,638,314</u>	<u>\$ 1,638,314</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 MARCH 31, 2023**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ 8,984	\$ 1,058,805	\$ 1,086,623	97%
Interest	5,264	21,532	-	N/A
Total revenues	<u>14,248</u>	<u>1,080,337</u>	<u>1,086,623</u>	99%
EXPENDITURES				
Principal	-	255,000	255,000	100%
Principal prepayment	-	-	5,000	0%
Interest	-	406,472	807,769	50%
Tax collector	134	15,843	16,978	93%
Total expenditures	<u>134</u>	<u>677,315</u>	<u>1,084,747</u>	62%
Excess/(deficiency) of revenues over/(under) expenditures	14,114	403,022	1,876	
OTHER FINANCING SOURCES/(USES)				
Transfers in	-	4	-	N/A
Total other financing sources	<u>-</u>	<u>4</u>	<u>-</u>	N/A
Net change in fund balances	14,114	403,026	1,876	
Fund balances - beginning	1,893,089	1,504,177	1,504,042	
Fund balances - ending	<u>\$ 1,907,203</u>	<u>\$ 1,907,203</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 MARCH 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)
Total other financing sources/(uses)	<u>-</u>	<u>(1)</u>
Net change in fund balances	-	(1)
Fund balances - beginning	-	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 MARCH 31, 2023**

	Current Month	Year To Date
REVENUES		
Misc. income	\$ -	\$ 136
Interest	-	4
Total revenues	-	140
EXPENDITURES		
Total expenditures	-	-
Excess/(deficiency) of revenues over/(under) expenditures	-	140
OTHER FINANCING SOURCES/(USES)		
Transfer out	-	(4)
Total other financing sources/(uses)	-	(4)
Net change in fund balances	-	136
Fund balances - beginning	136	-
Fund balances - ending	\$ 136	\$ 136

**TOSCANA ISLES
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF
REPORTS**

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
March 14, 2023¹	Workshop	5:00 PM
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