

**MINUTES OF MEETING  
RUSTIC OAKS  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Rustic Oaks Community Development District held Multiple Public Hearings and a Regular Meeting on September 13, 2021, immediately following the Landowners Meeting, scheduled to commence at 2:30 p.m., at the Comfort Suites Sarasota – Siesta Key, 5690 Honoré Avenue, Sarasota, Florida 34233.

**Present at the meeting were:**

Matt O'Brien	Chair
Mark O'Brien	Assistant Secretary
Julie Klein	Assistant Secretary

**Also present were:**

Craig Wrathell	District Manager
Kristen Suit	Wrathell, Hunt and Associates, LLC (WHA)
John Vericker (via telephone)	District Counsel
Jordan Schrader (via telephone)	District Engineer

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Wrathell called the meeting to order at 2:37 p.m. He recapped the results of the Landowners' Election held just prior to the meeting, as follows:

Seat 1	Chad O'Brien	301 votes	4-Year Term
Seat 2	Mark O'Brien	300 votes	2-Year Term
Seat 3	Julie Klein	300 votes	2-Year Term
Seat 4	Padraic O'Brien	300 votes	2-Year Term
Seat 5	Matt O'Brien	301 votes	4-Year Term

**SECOND ORDER OF BUSINESS**

**Public Comments**

There were no public comments.

**THIRD ORDER OF BUSINESS**

**Administration of Oath of Office to Newly Elected Board of Supervisors *(the following will be provided in a separate package)***

Mr. Wrathell, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Matt O'Brien, Mr. Mark O'Brien and Ms. Julie Kline. He provided and briefly explained the following items:

- A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. Membership, Obligations and Responsibilities**
- C. Chapter 190, Florida Statutes**
- D. Financial Disclosure Forms**
  - I. Form 1: Statement of Financial Interests**
  - II. Form 1X: Amendment to Form 1, Statement of Financial Interests**
  - III. Form 1F: Final Statement of Financial Interests**
- E. Form 8B: Memorandum of Voting Conflict**

Mr. Vericker discussed email and public records procedures. Mr. Wrathell stated that a dedicated email address would be assigned to each Board Member. Mr. Vericker discussed exit paperwork and the need for Board Members to keep copies of confirmations, etc.

Supervisors Matt O'Brien, Mark O'Brien and Julie Kline were present, in person. Supervisors Padraic O'Brien and Chad O'Brien were not present.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-29, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date**

Mr. Wrathell presented Resolution 2021-29.

**On MOTION by Mr. Mark O'Brien and seconded by Ms. Kline, with all in favor, Resolution 2021-29, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date, was adopted.**

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-30,  
Designating Certain Officers of the District,  
and Providing for an Effective Date**

Mr. Wrathell presented Resolution 2021-30. Mr. Matt O’Brien nominated the following slate of officers:

Matt O’Brien	Chair
Chad O’Brien	Vice Chair
Craig Wrathell	Secretary
Mark O’Brien	Assistant Secretary
Julie Kline	Assistant Secretary
Padraic O’Brien	Assistant Secretary
Cindy Cerbone	Assistant Secretary
Kristen Suit	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

No other nominations were made.

**On MOTION by Mr. Mark O’Brien and seconded by Ms. Kline, with all in favor, Resolution 2021-30, Designating Certain Officers of the District, as nominated, and Providing for an Effective Date, was adopted.**

**SIXTH ORDER OF BUSINESS**

**Public Hearing to Consider the Adoption of  
an Assessment Roll and the Imposition of  
Special Assessments Relating to the  
Financing and Securing of Certain Public  
Improvements**

- *Hear testimony from the affected property owners as to the propriety and advisability of making the improvements and funding them with special assessments on the property.*
- *Thereafter, the governing authority shall meet as an equalizing board to hear any and all complaints as to the special assessments on a basis of justice and right.*

These items occurred below.

**A. Affidavit/Proof of Publication**

The affidavit of publication was included for informational purposes.

**B. Mailed Notice to Property Owner(s)**

The Mailed Notice was included for informational purposes.

**C. Master Engineer’s Report *(for informational purposes)***

The Master Engineer’s Report was included for informational purposes.

**D. Master Special Assessment Methodology Report *(for informational purposes)***

Mr. Wrathell presented the Master Special Assessment Methodology and the Appendix Tables on Pages 13 through 17.

▪ **Master Engineer’s Report**

**This item, previously Item 6C, was presented out of order.**

Mr. Schrader presented Exhibit D, the Capital Improvement Plan (CIP) Cost Table and CIP Phasing Schedule.

**On MOTION by Mr. Matt O’Brien and seconded by Mr. Mark O’Brien, with all in favor, the Public Hearing was opened.**

- ***Hear testimony from the affected property owners as to the propriety and advisability of making the improvements and funding them with special assessments on the property.***

Mr. Matt O’Brien stated the CIP seems adequate and the Methodology seems appropriate.

**On MOTION by Mr. Mark O’Brien and seconded by Ms. Kline, with all in favor, the Public Hearing was closed.**

- ***Thereafter, the governing authority shall meet as an equalizing board to hear any and all complaints as to the special assessments on a basis of justice and right.***

Mr. Wrathell asked the Board if they, sitting as the Equalizing Board, wished to make any changes to the assessments, based on any Board or public comment.

The Board, sitting as the Equalizing Board, did not wish to make any changes.

**E. Consideration of Resolution 2021-31, Authorizing the Construction and Acquisition of Certain Capital Public Improvements; Equalizing, Approving, Confirming, and Levying Non-Ad Valorem Special Assessments on the Property Specially Benefited by Such Public Improvements to Pay the Cost Thereof; Providing a Method For Allocating the Total Assessments Among the Benefited Parcels Within the District; Confirming the District's Intention to Issue Its Capital Improvement Revenue Bonds; Providing for Challenges and Procedural Irregularities; Providing for Severability, Conflicts and an Effective Date**

Mr. Wrathell presented Resolution 2021-31 and read the title. He noted that this Resolution does not authorize the issuance of bonds; it simply puts the lien structure in place.

**On MOTION by Mr. Mark O'Brien and seconded by Ms. Kline, with all in favor, Resolution 2021-31, Authorizing the Construction and Acquisition of Certain Capital Public Improvements; Equalizing, Approving, Confirming, and Levying Non-Ad Valorem Special Assessments on the Property Specially Benefited by Such Public Improvements to Pay the Cost Thereof; Providing a Method For Allocating the Total Assessments Among the Benefited Parcels Within the District; Confirming the District's Intention to Issue Its Capital Improvement Revenue Bonds; Providing for Challenges and Procedural Irregularities; Providing for Severability, Conflicts and an Effective Date, was adopted.**

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-32, Re-Designating a Date, Time, and Location of a Public Hearing Regarding the District's Intent to Use the Uniform Method for the Levy, Collection, and Enforcement of Non-Ad Valorem Special Assessments as Authorized by Section 197.3632, Florida Statutes; Authorizing the Publication of the Notice of Such Hearing; and Providing an Effective Date**

Mr. Wrathell stated that this Resolution is related to the CDD’s intent to utilize the Uniform Method of levying and collecting special assessments using the services of the Property Appraiser and Tax Collector. He presented Resolution 2021-32, which would reschedule the Public Hearing to the October 11, 2021 meeting.

**On MOTION by Mr. Mark O’Brien and seconded by Ms. Kline, with all in favor, Resolution 2021-32, Re-Designating a Date, Time, and Location of October 11, 2021, at 2:30 p.m., at the Comfort Suites Sarasota – Siesta Key, 5690 Honoré Avenue, Sarasota, Florida 34233, for a Public Hearing Regarding the District’s Intent to Use the Uniform Method for the Levy, Collection, and Enforcement of Non-Ad Valorem Special Assessments as Authorized by Section 197.3632, Florida Statutes; Authorizing the Publication of the Notice of Such Hearing; and Providing an Effective Date, was adopted.**

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-07, Designating the Primary Administrative Office and Principal Headquarters of the District and Providing an Effective Date**

This item was deferred.

**NINTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-14, Adopting the Annual Meeting Schedule for Fiscal Year 2021/2022 and Providing for an Effective Date**

This item was deferred.

**TENTH ORDER OF BUSINESS**

**Approval of August 2, 2021 Organizational Meeting Minutes**

Mr. Wrathell presented the August 2, 2021 Organizational Meeting Minutes.

**On MOTION by Mr. Mark O’Brien and seconded by Ms. Kline, with all in favor, the August 2, 2021 Organizational Meeting Minutes, as presented, were approved.**

**ELEVENTH ORDER OF BUSINESS**

**Staff Reports**

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

Mr. Vericker discussed the bond validation hearing to be held on September 30, 2021, at 10:30 a.m., via Zoom.

**B. District Engineer (Interim): *Clearview Land Design, P.L.***

There was no report.

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

- **NEXT MEETING DATE: October 11, 2021 at 2:30 P.M.**

- **QUORUM CHECK**

The next meeting was scheduled for October 11, 2021.

**TWELFTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

There were no Board Members' comments or requests.

**THIRTEENTH ORDER OF BUSINESS**

**Public Comments**

There were no public comments.

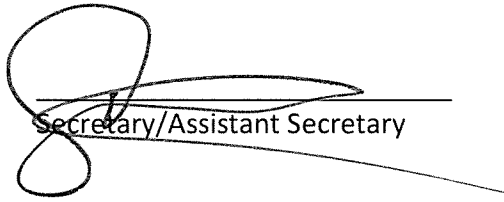
**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

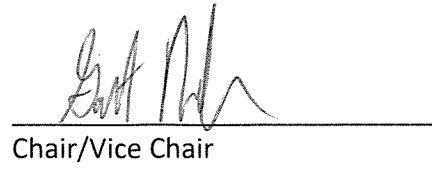
There being nothing further to discuss, the meeting adjourned.

**On MOTION by Mr. Mark O'Brien and seconded by Ms. Kline, with all in favor, the meeting adjourned at 3:15 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair