

RUSTIC OAKS

COMMUNITY DEVELOPMENT

DISTRICT

May 16, 2022

BOARD OF SUPERVISORS

REGULAR MEETING

AGENDA

Rustic Oaks 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

May 9, 2022

Board of Supervisors
Rustic Oaks Community Development District

Dear Board Members:

The Board of Supervisors of the Rustic Oaks Community Development District will hold a Regular Meeting on May 16, 2022 at 1:30 P.M., at the Courtyard by Marriott Sarasota University Park/Lakewood Ranch Area, 8305 Tourist Center Dr, Sarasota, Florida 34201. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Acceptance of Resignation of Supervisor Chris Torres, Seat 4; *Term Expires November, 2023*
4. Consider Appointment of Michael Byrd to Fill Unexpired Term of Seat 4
 - A. Administration of Oath of Office (*the following will be provided in a separate package*)
 - I. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
 - II. Membership, Obligations and Responsibilities
 - III. Financial Disclosure Forms
 - a. Form 1: Statement of Financial Interests
 - b. Form 1X: Amendment to Form 1, Statement of Financial Interests
 - c. Form 1F: Final Statement of Financial Interests
 - IV. Form 8B – Memorandum of Voting Conflict
5. Consideration of Resolution 2022-15, Designating Certain Officers of the District, and Providing for an Effective Date

ATTENDEES:

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

NOTE: Meeting Location

6. Consideration of Resolution 2022-16, Approving a Proposed Budget for Fiscal Year 2022/2023 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing for an Effective Date
7. Consideration of Resolution 2022-08, Designating the Primary Administrative Office and Principal Headquarters of the District and Providing an Effective Date
8. Acceptance of Unaudited Financial Statements as February 28, 2022
9. Approval of March 21, 2022 Public Hearings and Regular Meeting Minutes
10. Staff Reports
 - A. District Counsel: *Straley Robin Vericker*
 - B. District Engineer: *Clearview Land Design, P.L.*
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*

- NEXT MEETING DATE: June 20, 2022 at 1:30 P.M.

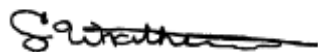
○ QUORUM CHECK

GARTH NOBLE	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
JESSICA RESCHKE	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
JERRY L TOMBERLIN, JR.	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
MICHAEL BYRD	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
JOHN KAKRIDAS	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

11. Board Members' Comments/Requests
12. Public Comments
13. Adjournment

If you should have any questions or concerns, please do not hesitate to contact me directly at (561) 719-8675 or Kristen Suit at (410) 207-1802.

Sincerely,



Craig Wrathell
 District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

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

PARTICIPANT PASSCODE: 943 865 3730

RUSTIC OAKS

COMMUNITY DEVELOPMENT DISTRICT

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NOTICE OF TENDER OF RESIGNATION

To: Board of Supervisors
Rustic Oaks Community Development District
Attn: Craig Wrathell, District Manager
2300 Glades Road, Suite 410W
Boca Raton, Florida 33431

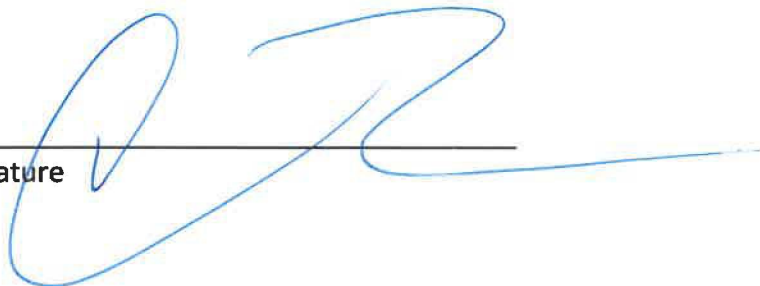
From: Chris Torres
Printed Name

Date: 3/30/2022
Date

I hereby tender my resignation as a member of the Board of Supervisors of the *Rustic Oaks Community Development District*. My tendered resignation will be deemed to be effective as of the time a quorum of the remaining members of the Board of Supervisors accepts it at a duly noticed meeting of the Board of Supervisors.

I certify that this Notice of Tender of Resignation has been executed by me and personally presented at a duly noticed meeting of the Board of Supervisors, scanned and electronically transmitted to gillyardd@whhassociates.com or faxed to 561-571-0013 and agree that the executed original shall be binding and enforceable and the fax or email copy shall be binding and enforceable as an original.

Signature



RUSTIC OAKS

COMMUNITY DEVELOPMENT DISTRICT

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RESOLUTION 2022-15

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE RUSTIC OAKS COMMUNITY DEVELOPMENT DISTRICT DESIGNATING CERTAIN OFFICERS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Rustic Oaks Community Development District (“District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes; and

WHEREAS, the Board of Supervisors of the District desires to designate certain Officers of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE RUSTIC OAKS COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. _____ is appointed Chair.

SECTION 2. _____ is appointed Vice Chair.

SECTION 3. _____ is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

Kristen Suit is appointed Assistant Secretary.

SECTION 4. This Resolution supersedes any prior appointments made by the Board for Chair, Vice Chair, and Assistant Secretaries; however, prior appointments by the Board for Secretary, Treasurer and Assistant Treasurer remain unaffected by this Resolution.

SECTION 5. This Resolution shall become effective immediately upon its adoption.

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PASSED AND ADOPTED this 16th day of May, 2022.

ATTEST:

**RUSTIC OAKS COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

RUSTIC OAKS

COMMUNITY DEVELOPMENT DISTRICT

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RESOLUTION 2022-16

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE RUSTIC OAKS COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2022/2023 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Rustic Oaks Community Development District (“District”) was recently established by the City Council of the City of Venice, Florida, effective July 13, 2021; and

WHEREAS, the District Manager has prepared and submitted to the Board of Supervisors of the District (the “Board”) the proposed operating budget for Fiscal Year 2022/2023 (“Proposed Budget”); and

WHEREAS, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE RUSTIC OAKS COMMUNITY DEVELOPMENT DISTRICT:

1. PROPOSED BUDGET APPROVED. The Proposed Budget prepared by the District Manager for Fiscal Year 2022/2023 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. SETTING A PUBLIC HEARING. A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: August 15, 2022
HOUR: 1:30 P.M.
LOCATION: _____

3. TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENTS. The District Manager is hereby directed to submit a copy of the Proposed Budget to the City of Venice, Florida at least 60 days prior to the hearing set above.

4. POSTING OF PROPOSED BUDGET. In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed Budget on the District’s website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

5. PUBLICATION OF NOTICE. Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 16th day of May, 2022.

ATTEST:

**RUSTIC OAKS COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

By: _____
Its: _____

Exhibit A: Fiscal Year 2022/2023 Budget

Exhibit A: Fiscal Year 2022/2023 Budget

RUSTIC OAKS

COMMUNITY DEVELOPMENT DISTRICT

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RESOLUTION 2022-08

A RESOLUTION BY THE BOARD OF SUPERVISORS OF THE RUSTIC OAKS COMMUNITY DEVELOPMENT DISTRICT DESIGNATING THE PRIMARY ADMINISTRATIVE OFFICE AND PRINCIPAL HEADQUARTERS OF THE DISTRICT AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Rustic Oaks Community Development District (“**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, the District desires to designate its primary administrative office as the location where the District’s public records are routinely created, sent, received, maintained, and requested, for the purposes of prominently posting the contact information of the District’s Record’s Custodian in order to provide citizens with the ability to access the District’s records and ensure that the public is informed of the activities of the District in accordance with Chapter 119, *Florida Statutes*; and

WHEREAS, the District additionally desires to specify the location of the District’s principal headquarters for the purpose of establishing proper venue under the common law home venue privilege applicable to the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE RUSTIC OAKS COMMUNITY DEVELOPMENT DISTRICT:

1. PRIMARY ADMINISTRATIVE OFFICE. The District’s primary administrative office for purposes of Chapter 119, *Florida Statutes*, shall be located at 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431.

2. PRINCIPAL HEADQUARTERS. The District’s principal headquarters for purposes of establishing proper venue shall be located at the offices of _____, and within Sarasota County, Florida.

3. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this ___ day of _____, 2022.

ATTEST:

RUSTIC OAKS COMMUNITY DEVELOPMENT DISTRICT

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

RUSTIC OAKS

COMMUNITY DEVELOPMENT DISTRICT

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RUSTIC OAKS

COMMUNITY DEVELOPMENT DISTRICT

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DRAFT

**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 March 21, 2022, at 1:30 P.M., at the Comfort Suites Sarasota – Siesta Key, 5690 Honoré Avenue, Sarasota, Florida 34233.

Present at the meeting were:

Garth Noble	Chair
Jerry Tomberlin (via telephone)	Vice Chair
Jessica Reschke	Assistant Secretary
Chris Torres	Assistant Secretary

Also present were:

Kristen Suit	District Manager
John Vericker (via telephone)	District Counsel
Jordan Schrader (via telephone)	District Engineer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Suit called the meeting to order at 1:33 p.m. Supervisors Noble, Reschke and Torres were present in person. Supervisor Tomberlin was attending via telephone. Supervisor Kakridas was not present.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

Public Hearing Confirming the Intent of the District to Use the Uniform Method of Levy, Collection and Enforcement of Non-Ad Valorem Assessments as Authorized and Permitted by Section 197.3632, Florida Statutes; Expressing the Need for the Levy of Non-Ad Valorem Assessments and

76 **FOURTH ORDER OF BUSINESS**

Public Hearing to Hear Public Comments and Objections to the Adoption of the Rules of Procedure, Pursuant to Sections 120.54 and 190.035, Florida Statutes

81 **A. Affidavits /Proof of Publication**

82 The affidavits of publication were included for informational purposes.

83 **B. Consideration of Resolution 2022-12, Adopting Rules of Procedure; Providing a**
84 **Severability Clause; and Providing an Effective Date**

86 **On MOTION by Mr. Torres and seconded by Ms. Reschke, with all in favor, the**
87 **Public Hearing was opened.**

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90 The Rules of Procedure were the same as the version presented at the last meeting.
91 No members of the public spoke.

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93 **On MOTION by Ms. Reschke and seconded by Mr. Torres, with all in favor, the**
94 **Public Hearing was closed.**

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97 Ms. Suit presented Resolution 2022-12.

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99 **On MOTION by Mr. Noble and seconded by Ms. Reschke, with all in favor,**
100 **Resolution 2022-12, Adopting Rules of Procedure; Providing a Severability**
101 **Clause; and Providing an Effective Date, was adopted.**

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104 **FIFTH ORDER OF BUSINESS**

Consideration of Stormwater Needs Analysis Proposal

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107 Ms. Suit stated that the \$7,500 proposal was sent under separate cover. Mr. Schrader
108 stated that the Report for new CDDs, will provide a tabulation of the improvements to be built
109 and, since the City of Venice Utilities are stewards of the CDD’s sanitary sewers, he will also
110 point out the Amenity Center sites to ensure the CDD is in compliance.

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On MOTION by Mr. Noble and seconded by Mr. Torres, with all in favor, the Clearview Land Design, P.L., Proposal/Work Authorization to prepare and submit the 20-Year Stormwater Needs Analysis Report, in a not-to-exceed lump sum amount of \$7,500, was approved.

SIXTH ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2020/2021 Budget

A. Affidavit /Proof of Publication

The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2022-13, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2020, and Ending September 30, 2021; Authorizing Budget Amendments; and Providing an Effective Date

Ms. Suit previewed the Fiscal Year 2021 budget.

On MOTION by Mr. Noble and seconded by Ms. Reschke, with all in favor, the Public Hearing was opened.

No members of the public spoke.

On MOTION by Mr. Noble and seconded by Mr. Torres, with all in favor, the Public Hearing was closed.

Ms. Suit presented Resolution 2022-13.

On MOTION by Mr. Noble and seconded by Mr. Torres, with all in favor, Resolution 2022-13, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2020, and Ending September 30, 2021; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

148 SEVENTH ORDER OF BUSINESS Public Hearing on Adoption of Fiscal Year
149 2021/2022 Budget

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151 A. Affidavit /Proof of Publication

152 The affidavit of publication was included for informational purposes.

153 B. Consideration of Resolution 2022-14, Relating to the Annual Appropriations and
154 Adopting the Budget for the Fiscal Year Beginning October 1, 2021, and Ending
155 September 30, 2022; Authorizing Budget Amendments; and Providing an Effective
156 Date

157 Ms. Suit reviewed the Fiscal Year 2022 budget.

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159 **On MOTION by Mr. Noble and seconded by Ms. Reschke, with all in favor, the**
160 **Public Hearing was opened.**

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163 No members of the public spoke.

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165 **On MOTION by Mr. Noble and seconded by Mr. Torres, with all in favor, the**
166 **Public Hearing was closed.**

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169 Ms. Suit presented Resolution 2022-14.

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171 **On MOTION by Mr. Noble and seconded by Ms. Reschke, with all in favor,**
172 **Resolution 2022-14, Relating to the Annual Appropriations and Adopting the**
173 **Budget for the Fiscal Year Beginning October 1, 2021, and Ending September**
174 **30, 2022; Authorizing Budget Amendments; and Providing an Effective Date,**
175 **was adopted.**

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178 EIGHTH ORDER OF BUSINESS

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Consideration of Resolution 2022-06,
Designating Dates, Times and Locations for
Regular Meetings of the Board of
Supervisors of the District for Fiscal Year
2021/2022 and Providing for an Effective
Date [Location Near UTC Mall or off
Fruitville Road]

185 Ms. Suit presented Resolution 2022-06. The remainder of the Fiscal Year 2022 meetings
186 would be held on the third Monday of each month, at 1:30 p.m., at a location to be
187 determined. The Fiscal Year 2022 Meeting Schedule would be updated accordingly.

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189 **On MOTION by Mr. Noble and seconded by Mr. Torres, with all in favor,**
190 **Resolution 2022-06, Designating Dates, Times, and Locations for Regular**
191 **Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022,**
192 **at a location to be determined, and Providing for an Effective Date, was**
193 **adopted.**

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196 **NINTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-08,
Designating the Primary Administrative
Office and Principal Headquarters of the
District and Providing an Effective Date**

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201 This item was deferred.

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203 **TENTH ORDER OF BUSINESS**

**Consideration of Responses to Request for
Proposals (RFP) for Annual Audit Services**

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206 **A. Affidavit of Publication**

207 **B. RFP Package**

208 These items were included for informational purposes.

209 **C. Respondents**

210 Ms. Suit recapped the amount proposed by each respondent, as follows:

211 **I. Berger, Toombs, Elam, Gaines & Frank**

212 \$3,030 without bonds, with annual incremental increases reaching \$3,300.

213 **II. Carr, Riggs & Ingram, LLC**

214 \$5,000 without bonds and increasing by \$1,100 per year for each bond issue.

215 **III. Grau & Associates**

216 \$3,200 without bonds, with annual incremental increases reaching \$4,000. If bonds are
217 issued, the fee would increase \$2,000.

218 **D. Auditor Evaluation Matrix/Ranking**

219 Mr. Noble, in coordination with Ms. Suit, recommended the following scores and
220 rankings:

- 221 #1 Grau & Associates 98 points
- 222 #2 Berger, Toombs, Elam, Gaines & Frank 95 points
- 223 #3 Carr, Riggs & Ingram, LLC 85 points

224 Ms. Suit recapped the individual scores by category for each respondent.

225

226 **On MOTION by Mr. Noble and seconded by Mr. Torres, with all in favor,**
227 **accepting the scoring and ranking recommendations, as discussed, was**
228 **approved.**

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231 **E. Award of Contract**

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233 **On MOTION by Mr. Noble and seconded by Ms. Reschke, with all in favor,**
234 **awarding the Annual Audit Services contract to Grau & Associates, the #1**
235 **ranked respondent, authorizing District Staff to negotiate the fees and prepare**
236 **an engagement letter and for the Chair or Vice Chair to execute, was approved.**

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239 **ELEVENTH ORDER OF BUSINESS** **Acceptance of Unaudited Financial**
240 **Statements as of January 31, 2022.**

241

242 Ms. Suit presented the Unaudited Financial Statements as of January 31, 2022. Receipt
243 of the funding request to offset the deficit fund balance was pending.

244

245 **On MOTION by Mr. Noble and seconded by Mr. Tomberlin, with all in favor,**
246 **the Unaudited Financial Statements as of January 31, 2022, were accepted.**

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249 **TWELFTH ORDER OF BUSINESS** **Approval of February 16, 2022 Special**
250 **Meeting Minutes**

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252 Ms. Suit presented the February 16, 2022 Special Meeting Minutes:

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On MOTION by Mr. Nobel and seconded by Ms. Reschke, with all in favor, the February 16, 2022 Special Meeting Minutes, as presented, were approved.

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THIRTEENTH ORDER OF BUSINESS**Staff Reports****A. District Counsel: *Straley Robin Vericker***

There was nothing to report.

Discussion ensued regarding preparing an agreement with the HOA to manage the CDD's field operations, which resulted in the following:

➤ Once the HOA is established, Mr. Vericker will be provided with the information necessary to prepare a draft agreement with the HOA.

➤ Ms. Suit will ask Mr. Brad Van Buren, with the HOA, to provide a scope of services and proposed Fiscal Year 2023 Operations and Maintenance (O&M) Field Operations budget, prior to the April 18, 2022 CDD meeting.

➤ Mr. Noble would schedule a conference with the HOA and District Management to discuss the Fiscal Year 2023 O&M Field Operations budget.

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

Regarding some confusion about the Meritage triangular multi-family parcel, Mr. Schrader expressed his confidence that the parcel in question is not part of the CDD's legal description.

C. District Manager: *Wrathell, Hunt and Associates, LLC***• NEXT MEETING DATE: TBD****○ QUORUM CHECK**

All Supervisors confirmed their attendance at the April 18, 2022 meeting.

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

There were no Board Members' comments or requests.

FIFTEENTH ORDER OF BUSINESS**Public Comments**

286 There were no public comments.

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288 **SIXTEENTH ORDER OF BUSINESS**

Adjournment

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

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292 **On MOTION by Ms. Reschke and seconded by Mr. Tomberlin, with all in favor,**
293 **the meeting adjourned at 2:00 p.m.**

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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

Chair/Vice Chair

RUSTIC OAKS

COMMUNITY DEVELOPMENT DISTRICT

10C

RUSTIC OAKS COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2021/2022 MEETING SCHEDULE

LOCATION

*Courtyard by Marriott Sarasota University Park/Lakewood Ranch Area
8305 Tourist Center Dr, Sarasota, Florida 34201*

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
February 16, 2022	Special Meeting	1:30 PM
March 21, 2022	Regular Meeting	1:30 PM
April 18, 2022 CANCELED	Regular Meeting	1:30 PM
May 16, 2022	Regular Meeting <i>(presentation of FY2023 proposed budget)</i>	1:30 PM
June 20, 2022	Regular Meeting	1:30 PM
July 18, 2022	Regular Meeting	1:30 PM
August 15, 2022	Public Hearing and Regular Meeting <i>(adoption of FY2023 budget)</i>	1:30 PM
September 19, 2022	Regular Meeting	1:30 PM