

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

The Board of Supervisors of the Rustic Oaks Community Development District held Public Hearings and a Regular Meeting on August 19, 2024 at 1:30 p.m., at the EVEN Hotels, 6231 Lake Osprey Drive, Sarasota, Florida 34240.

Present were:

Garth Noble
Martha Schiffer
Megan Germino
John Kakridas (via telephone)

Chair
Vice Chair
Assistant Secretary
Assistant Secretary

Also present:

Kristen Suit
Clif Fischer
Whitney Sousa (via telephone)
Jordan Schrader (via telephone)
Mary Robin Thiele (via telephone)
Patience Anastasio
Javier Vargas (via telephone)
Mike Bennett
Kelly Smith (via telephone)
Eric Macek

District Manager
Wrathell, Hunt and Associates, LLC
District Counsel
District Engineer
Clearview Land Design, P.L.
Assistant Utilities Director City of Venice
Utilities Director City of Vencie
Kimley-Horn
Kimley-Horn
TLC Diversified

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Suit called the meeting to order at 1:32 p.m.

Supervisors Noble, Schiffer and Germino were present. Supervisor Kakridas was not present at roll call. Supervisor Reschke was not present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

**Public Hearing on Adoption of Fiscal Year
2024/2025 Budget**

A. Proof/Affidavit of Publication

B. Consideration of Resolution 2024-09, Adopting a Budget for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; and Providing an Effective Date

Ms. Suit presented Resolution 2024-09. She reviewed the proposed Fiscal Year 2025 budget and the Assessment Table, on Page 9, which depicts a slight decrease in assessments compared to Fiscal Year 2024. She noted the title of the Amortization Schedule is incorrect and needs to be corrected.

Mr. Kakridas joined the meeting, via telephone.

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, the Public Hearing was opened.

No affected property owners or members of the public spoke.

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, the Public Hearing was closed.

The following change will be made to the Fiscal Year 2025 budget:

Pages 6 and 7, Title of Amortization Schedule: Change "Series 2022" to "Series 2023"

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, Resolution 2024-09, Adopting a Budget for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025, as amended; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

Public Hearing on the Imposition of Maintenance and Operation Assessments to Fund the Budget for Fiscal Year 2024/2025, Pursuant to Florida Law

A. Proof/Affidavit of Publication

B. Consideration of Resolution 2024-10, Imposing Annually Recurring Operations and Maintenance Non-Ad Valorem Special Assessments; Providing for Collection and Enforcement of All District Special Assessments; Certifying an Assessment Roll; Providing for Amendment of the Assessment Roll; Providing for Challenges and

**Procedural Irregularities; Approving the Form of a Budget Funding Agreement;
Providing for Severability; Providing for an Effective Date**

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, the Public Hearing was opened.

Ms. Suit presented Resolution 2024-10 and read the title.

No affected property owners or members of the public spoke.

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, the Public Hearing was closed.

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, Resolution 2024-10, Imposing Annually Recurring Operations and Maintenance Non-Ad Valorem Special Assessments; Providing for Collection and Enforcement of All District Special Assessments; Certifying an Assessment Roll; Providing for Amendment of the Assessment Roll; Providing for Challenges and Procedural Irregularities; Approving the Form of a Budget Funding Agreement; Providing for Severability; Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

**Consideration of FY 2024-2025 Budget
Funding Agreement**

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, the FY 2024-2025 Budget Funding Agreement with Meritage Homes of Florida, Inc., was approved.

SIXTH ORDER OF BUSINESS

**Consideration of Goals and Objectives
Reporting [HB7013 – Special Districts
Performance Measures and Standards
Reporting]**

Ms. Suit stated that the Memorandum regarding HB7013 Performance Measures and Standards Reporting is the same as the version presented for other CDDs on which the Board Members also serve. The memorandum explains the requirement for special districts to develop goals and objectives. The Performance Measures/Standards & Annual Reporting Form developed for the CDD explains how the CDD will meet the goals.

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, the Goals and Objectives and the Performance Measures/Standards & Annual Reporting Form, were approved.

SEVENTH ORDER OF BUSINESS

Consideration of Proposals for Knights Trail Road Force Main Construction Project

A. Respondents

Ms. Suit stated that Accurate Drilling, Spectrum Underground, TLC Diversified and Quality Enterprises responded to the Request for Proposals (RFP) for the Knights Trail Road Force Main Construction Project.

B. Bid Summary

Mr. Schrader presented the Kimley-Horn Bid Summary spreadsheet containing statistical information on each respondent's bid, which was used to calculate each respondent's price category score based on the Evaluation Criteria; however, 30 points was used for the price category but it was recently confirmed that the point value for the price category was changed to 40 points. He will send an updated Summary Sheet.

Mr. Schrader recapped the price score for each respondent based on the recent change in the category, as follows:

Accurate Drilling	40 points
Spectrum Underground	39 points
TLC Diversified	38 points
Quality Enterprises	31 points

C. Evaluation Criteria & Evaluation Matrix

Ms. Suit distributed the Evaluation Matrix for the Board Members to complete. While opening the envelope containing Mr. Kakridas scores, she asked if he would like to update his pricing score based on changes to the category. Mr. Kakridas replied no.

Ms. Suit tallied the individual Board Members' scores, averaged them and presented the scores and ranking, as follows:

#1	TLC Diversified	98.00 points
#2	Accurate Drilling	90.25 points
#3	Quality Enterprises	90.25 points
#4	Spectrum Underground	87.50 points

D. Award of Contract

On MOTION by Mr. Noble and seconded by Ms. Schiffer, with all in favor, ranking TLC Diversified, as the #1 ranked respondent to the RFP for the Knights Trail Road Force Main Construction Project and awarding the Knights Trail Road Force Main Construction Project to TLC Diversified, the #1 ranked respondent, was approved.

Regarding the next steps, Ms. Sousa stated that, to formalize the contract, she will review the current Agreement with the City of Venice and follow up with the City Attorney regarding his changes and speak to him about the CDD awarding the Knights Trail Road Force Main Construction Project to TLC Diversified, as the City must agree to the contractor.

Ms. Patience Anastasio, the City of Venice Assistant Utilities Director, stated that she will speak to the Assistant City Attorney to clarify, in the advertising period, the terms regarding liquidated damages, as she thinks this is something she should consider with the sample contract.

EIGHTH ORDER OF BUSINESS**Presentation of Audited Financial Statements for the Fiscal Year Ended September 30, 2023, Prepared by Grau & Associates**

Ms. Suit presented the Audited Financial Statements for the Fiscal Year Ended September 30, 2023 and noted the pertinent information. It was a clean audit; there were no findings, recommendations, deficiencies on internal control or instances of noncompliance.

A. Consideration of Resolution 2024-12, Hereby Accepting the Audited Financial Statements for the Fiscal Year Ended September 30, 2023

On MOTION by Ms. Schiffer and seconded by Mr. Noble, with all in favor, Resolution 2024-12, Hereby Accepting the Audited Financial Statements for the Fiscal Year Ended September 30, 2023, was adopted.

NINTH ORDER OF BUSINESS**Consideration of Commercial Fitness Products Sales Order #L230606-AO [\$49,721.87]**

Ms. Suit stated that this item is being presented for ratification, not consideration, as depicted in the agenda title.

On MOTION by Ms. Schiffer and seconded by Mr. Noble, with all in favor, Commercial Fitness Products Sales Order #L230606-AO, in the amount of \$49,721.87, was ratified.

TENTH ORDER OF BUSINESS

Ratification of Envera Systems Services Agreement Change Order [Quote Number Q-14669]

On MOTION by Ms. Schiffer and seconded by Mr. Noble, with all in favor, Envera Systems Services Agreement Change Order Quote Number Q-14669 in the monthly amount of \$20.28, was ratified.

ELEVENTH ORDER OF BUSINESS

Consideration of Resolution 2024-11, to Designate the Date, Time and Location of a Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Amenity Rules and Rates

A. Amenity Rules and Rates

Ms. Suit stated that Ms. Sousa will email the draft Amenity Rules and Rates before the October 21, 2024 Public Hearing date. Ms. Schiffer asked Ms. Suit if the email she sent her was forwarded to Ms. Sousa. Ms. Suit replied affirmatively.

B. Notices of Rule Development and Rulemaking

The Notices were included for informational purposes.

On MOTION by Ms. Schiffer and seconded by Ms. Germino, with all in favor, Resolution 2024-11, to Designate October 21, 2024 at 1:30 p.m., at the EVEN Hotels, 6231 Lake Osprey Drive, Sarasota, Florida 34240, as the Date, Time and Location of a Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Amenity Rules and Rates, was adopted.

TWELFTH ORDER OF BUSINESS

Consideration of Resolution 2024-02, Designating the Location of the Local District Records Office and Providing an Effective Date

This item was deferred until the Amenity facilities are completed.

On MOTION by Mr. Noble and seconded by Ms. Schiffer, with all in favor, the July 23, 2024 Special Meeting Minutes, as presented, were approved.

FOURTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Straley Robin Vericker

There was nothing additional to report.

Ms. Schiffer asked Ms. Sousa if she heard from Kyle about the Second Amendment being circulated. Ms. Sousa stated that she replied to the email indicating that she is okay with the document; she has not heard back on whether he is proceeding.

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

There was nothing additional to report.

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

- **NEXT MEETING DATE: September 16, 2024 at 1:30 PM**

- **QUORUM CHECK**

The September 16, 2024 meeting will likely be cancelled; if so, the next meeting will be held on October 21, 2024.

FIFTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

SIXTEENTH ORDER OF BUSINESS

Public Comments

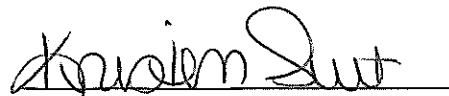
No members of the public spoke.

SEVENTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Schiffer and seconded by Mr. Noble, with all in favor, the meeting adjourned at 2:10 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair