VENETIAN COMMUNITY DEVELOPMENT DISTRICT
January 25, 2016 Minutes of Meeting

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MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

VENETIAN COMMUNITY DEVELOPMENT DISTRICT

A regular meeting of the Board of Supervisors of the Venetian Community Development District was held on Monday, January 25, 2016 at 9:30 a.m. at the Venetian River Club, 502 Pesaro Drive, North Venice, Florida 34275.

Present and constituting a quorum were:

Jerry Jasper  
Jim Shea  
Mike Craychee  
Barry Snyder  
Harry Orenstein  

Board Supervisor, Chairman
Board Supervisor, Vice Chairman
(joined meeting in progress via speaker phone)
Board Supervisor, Assistant Secretary
Board Supervisor, Assistant Secretary

Also present were:

Kristen Suit  
John Toborg  
Andy Cohen  
Rick Schappacher  
Karen Richard  
Scott Kissell  
Audience  

District Manager, Rizzetta & Company, Inc.
Operations Manager, Rizzetta & Company, Inc.
District Counsel, Persson & Cohen, P.A.
District Engineer, Schappacher Engineering
Field Manager, Venetian CDD
General Manager, River Club

FIRST ORDER OF BUSINESS

Call to Order

Ms. Suit called the meeting to order and conducted the roll call.

SECOND ORDER OF BUSINESS

Public Comment

Ms. Suit opened the floor for public comments. A question was asked regarding the pool and lack of heat. Mr. Kissell and Mr. Craychee provided information related to the pool heating.

THIRD ORDER OF BUSINESS

Update on RFP for Landscape and Irrigation Maintenance

Mr. Toborg advised that on January 18th the District received bids from seven qualified bidders; eight attended the pre-bid meeting but Girard elected not to submit. At the continued meeting held on January 22nd, the Board ranked the proposals submitted and asked that the top two submitting proposers attend today’s meeting to make a presentation to the Board. He advised the Board ranked ValleyCrest first with 341.87 points and Sunrise ranked second with 333.10 points; ValleyCrest annual term for parts 1 through 4, which is the contract amount, is $327,334 and Sunrise is $296,972. Mr. Cohen asked that the firms present alphabetically.
ValleyCrest stepped out of the room while Sunrise made their presentation. Mr. Potantus of Sunrise Landcare introduced his team and presented an information packet regarding Sunrise Landcare. Joe of Sunrise provided information related to the services to be provided to the District. Questions and comments from the Board were entertained by Sunrise.

Sunrise stepped out of the room while ValleyCrest made their presentation. Mr. Matt Braun of ValleyCrest introduced his team and presented information regarding ValleyCrest. Questions and comments from the Board were entertained by ValleyCrest.

Board discussion ensued.

On a Motion by Mr. Orenstein, seconded by Mr. Jasper, with all in favor, the Board Awarded the Bid to Sunrise and Authorized the Chairman to Negotiate and Execute a Contract, Subject to Staff Approval, for Venetian Community Development District.

Mr. Cohen stated for the record the vote was 4 in favor and none opposed, and Mr. Shea did not vote.

On a Motion by Mr. Snyder, seconded by Mr. Craychee, with all in favor, the Board Agreed to Allow Mr. Shea to participate and vote by phone for the remainder of the meeting, for Venetian Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of Proposals for PVC Door Panels to be Added to Pump/Lift Stations

Ms. Richard advised she received only one proposal for the PVC door panels. The Board tabled this item and asked that Ms. Richard obtain additional proposals.

FIFTH ORDER OF BUSINESS

Consideration of Proposals for Storm Inlet Painting

Ms. Richard advised the additional proposal received is substantially higher than the L&C proposal. She also asked the Board to review the product to be used for the storm inlet painting, advising that the products proposed are not the same. Discussion ensued concerning L&C increasing their insurance limits on their auto insurance and obtaining workers’ compensation insurance. Ms. Richard will follow up with L&C concerning their insurance. Mr. Schappacher will review the proposals in detail to review the products. This item was tabled to the next meeting.

SIXTH ORDER OF BUSINESS

Discussion Regarding the Process of Notifying New Committee Members and Residents not Selected

Mr. Kissell presented the letters he drafted to be used as templates for notification. Board discussion ensued. Mr. Cohen address changes to both letters. Mr. Kissell advised he will make the noted changes. Mr. Snyder addressed changes to the Tennis Committee section of the letter.
On a Motion by Mr. Snyder, seconded by Mr. Craychee, with all in favor, the Board approved the Letter Notification Templates, as amended, for Venetian Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration of Proposal from Site Masters for Additional Work Required for Repairs to Lakes 2 and 4

Mr. Schappacher provided an overview of the proposal and the additional work provided by Site Masters. Mr. Schappacher advised he is comfortable with the price for the additional work. Discussion ensued.

On a Motion by Mr. Orenstein, seconded by Mr. Jasper, with all in favor, the Board Approved the Proposal from Site Masters in the amount of $5,000 for the additional work required to complete the Lake 2 and Lake 4 projects, for Venetian Community Development District.

EIGHTH ORDER OF BUSINESS

Consideration of Special Warranty Deed Conveying Common Area 4D Property from WCI to VCDD

Mr. Cohen started the discussion and updated the Board on the need for conveyance. This area should have been deeded to the CDD previously, so WCI completed the paperwork as provided in the agenda package. Board discussion ensued.

On a Motion by Mr. Orenstein, seconded by Mr. Jasper, with all in favor, the Board Accepted the Special Warranty Deed, for Conveying Common Area 4D from WCI to Venetian CDD, subject to receipt of the final title report, for Venetian Community Development District.

NINTH ORDER OF BUSINESS

Discussion Regarding Alternative Date for Currently Scheduled February 29, 2016 Fees and Reserves Workshop

Mr. Orenstein discussed with the Board that he would like to reschedule the Fees and Reserves Workshop.

On a Motion by Mr. Orenstein, seconded by Mr. Craychee, with all in favor, the Board Changed the Fees and Reserves Workshop to February 19, 2016 at 8:00 am, to be held at the Venetian River Club, 502 Veneto Boulevard, Venice, Florida 34275, for Venetian Community Development District.

TENTH ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors’ Meeting held on January 11, 2016

Ms. Suit presented the minutes of the Board of Supervisors’ meeting held on January 11, 2016 and asked if there any questions or comments related to the minutes. Mr. Craychee noted a change to the third order of business.
On a Motion by Mr. Craychee, seconded by Mr. Snyder, with all in favor, the Board approved the Minutes of the Board of Supervisors’ Meeting held on January 11, 2016, as amended, for Venetian Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of the Minutes of the Pool and Fitness Committee Meeting held on December 21, 2015**

Ms. Suit presented the minutes of the Pool and Fitness Committee Meeting Held on December 21, 2015, and asked if there were any questions or comments related to the minutes. There were none.

On a Motion by Mr. Snyder, seconded by Mr. Jasper, with all in favor, the Board accepted the Minutes of the Pool and Fitness Committee Meeting Held on December 21, 2015, for Venetian Community Development District.

**TWELFTH ORDER OF BUSINESS**

**Consideration of the Operations and Maintenance Expenditures for the Month of December 2015**

Ms. Suit presented the operations and maintenance expenditures for the period of December 1-31, 2015 which totaled $173,343.68. Discussion ensued.

On a Motion by Mr. Craychee, seconded by Mr. Jasper, with all in favor, the Board approved the Operations and Maintenance Expenditures for the Period of December 1-31, 2015, which totaled $173,343.68, for Venetian Community Development District.

**THIRTEENTH ORDER OF BUSINESS**

**Review of December 2015 Financials, River Club and CDD**

Mr. Snyder advised December looks like a really good month. Mr. Kissell presented the December 2015 River Club financials to the Board. Board discussion ensued. Mr. Kissell addressed the Board Supervisors’ questions.

Ms. Suit presented to the Board the Year to Date budget, Year to Date actuals, and Year to Date variance from the December 2015 CDD financials. She further discussed the budget line items where the VCDD might be over budget. Board discussion ensued.

**FOURTEENTH ORDER OF BUSINESS**

**Staff Reports**

A. District Counsel

Mr. Cohen advised the landscape contract is very close to done and he will be working on that. He will also ensure the protest letters are mailed. Discussion ensued as to the date Vision will be done in the community. Mr. Cohen advised the counter claim to the small claim will be going to trial January 27, 2016 at 3:00 pm. Discussion ensued.
Mr. Snyder discussed the Sunshine Training. Discussion ensued concerning holding it during a Board meeting. The Board advised they would like to hold the Sunshine Law Training during the February 8, 2016 meeting, as the first agenda item.

B. District Engineer
Mr. Schappacher discussed the curb and handicap ramp at Asti. He advised he could go to WCI and ask them to install the handicap ramp and pad, at an angle. He would recommend the Board go back to WCI to have the work done. Mr. Jasper asked Ms. Richard to advise the homeowner of the work to be done.

Mr. Schappacher also advised Site Masters was the low bidder for lakes 30, 17, and 33 bank repairs. Site Masters is concerned about the lump sum contract, and would like to be paid per job completed. Mr. Jasper advised he had no issues with that concept. Mr. Schappacher advised the work will commence once the water levels are lower.

C. River Club
Mr. Kissell advised there is a problem with the AC bar unit and repairs are in the process of being made. Replacement estimates are approximately $16,000, so he looked into repairing the unit rather than replacing it. He will also be obtaining two bids to replace only the coil so that he has them in the event the repairs do not last.

Mr. Kissell advised that he needs to do some research concerning ADA requirements at the pool because the card reader is too high for a member in a scooter wheelchair. He advised he would like to lower the card reader so that she can scan the card, though he believes the gates are compliant. Mr. Schappacher advised the maximum height per ADA is 48 inches high. Discussion ensued concerning access in a wheelchair.

Mr. Kissell advised he has been answering a lot of e-mails concerning the pool heater.

Mr. Kissell advised during the workshop meeting, he would like to analyze the revenue numbers.

D. Field Manager
Ms. Richard advised last week there was an incident concerning an alleged assault in the community. Since the incident, the Construction gate has been closed. She advised the increase traffic at the front gate is not high. Discussion ensued. Mr. Jasper recommended that we should revisit the gate situation at our next Board meeting, determining if the gate should be left closed or reopened based on feedback from the residents on Padova way regarding the impact, if any, of increased construction traffic. There was Board consensus to keep the gate temporarily closed until further discussion at the next Board meeting.

Ms. Richard advised the gate computer has been infected with a virus, though the
system to check guests is working. The database for the gate clickers is not currently working. She advised the system cannot be backed up. The information is safe within the computer system. Discussion ensued regarding back up of the system. Discussion ensued regarding installation of virus software, which must be kept up to date, and removing and reinstalling the software needed for the access system. Ms. Richard advised when the system is repaired there should be passwords set on the system so that the internet cannot be accessed. Mr. Jasper advised the CDD should have one database for all users and purposes. Discussion ensued. Mr. Craychee and Ms. Richard will obtain proposals for a new computer and software for the gatehouse.

E. District Manager

Ms. Suit advised the next regular meeting of the Board of Supervisors is scheduled for Monday, February 8, 2016 at 9:30 am.

FIFTEENTH ORDER OF BUSINESS Supervisor Requests and Comments

Ms. Suit opened the floor for Supervisor requests or comments.

Mr. Craychee advised that regarding the ladies locker room, the vendor looked at the locker room and suggested removing the lockers and removing the floors in order to access the back side of showers to investigate. He believes the drain area is an issue, but won’t know until he gets in to the back of the shower. He is looking to do the work in May and a proposal is forthcoming.

SIXTEENTH ORDER OF BUSINESS Adjournment

On a Motion by Mr. Orenstein, seconded by Mr. Craychee, with all in favor, the Board adjourned the meeting at 1:09 p.m., for Venetian Community Development District.

[Signatures]