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, June 23, 2014 at 9:30 a.m.** at the Venetian River Club, 502 Veneto Boulevard, North Venice, Florida 34275.

Present and constituting a quorum were:

- Tom Jones
- Jerry Jasper
- Mike Craychee
- Jim Shea

Also present were:

- Molly Syvret
- Andy Cohen
- Rick Schappacher
- Josh Grant
- Karen Richard
- Audience

**FIRST ORDER OF BUSINESS**

**Call to Order**

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

**SECOND ORDER OF BUSINESS**

**Public Comment**

Ms. Syvret opened the floor to questions and comments from the public.

Questions from the public were entertained regarding the processes outlined on the Agenda cover letter and raccoons around the pool area at the River Club.

**THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of the Board of Supervisors Meetings held on May 12, 2014, May 19, 2014, and May 23, 2014 and Consideration of the Minutes of the Tennis Committee Meetings held on April 07, 2014 and May 05, 2014, and Consideration of the Minutes of the Pool & Fitness Committee Meeting held on March 17, 2014**
Ms. Syvret advised that per the e-mail that was sent out just after the Agenda e-mail, and in an attempt to streamline the process of approving minutes, all questions and revisions were to be e-mailed to District Management prior to the onset of the meeting. Ms. Syvret read the revisions she received.

On a Motion by Mr. Jasper, seconded by Mr. Craychee, with all in favor, the Board approved the Minutes of the Board of Supervisors Meetings held on May 12, 2014, May 19, 2014, and May 23, 2013; accepted the Minutes of the Tennis Committee Meetings held on April 07, 2014 and May 05, 2014; and accepted the Minutes of the Pool & Fitness Committee Meeting held on March 17, 2014, subject to the revisions noted on the record, for Venetian Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of the Operations and Maintenance Expenditures for the Month of May 2014**

On a Motion by Mr. Shea, seconded by Mr. Jones, with all in favor, the Board approved the Operations and Maintenance Expenditures for the Month of May, totaling $154,253.11, for Venetian Community Development District.

**FIFTH ORDER OF BUSINESS**

**Monthly Financial Update, April Financials – River Club**

Mr. Grant reviewed the financials for the River Club for the month of April, noting he also sent out the May financials late last week. Discussion ensued.

**SIXTH ORDER OF BUSINESS**

**Monthly Financial Update, April Financials - CDD**

Ms. Syvret advised the financials statement for the month of April had been emailed to the Board. Mr. Jasper provided an overview of the CDD financials, including some additional information that was current as of May. Discussion ensued.

**SEVENTH ORDER OF BUSINESS**

**District Engineer Report – Consideration of Proposals for Blinking Stop Signs**

Mr. Schappacher reviewed proposals received from Global Industries, Universal Signs, Tapco Traffic and Parking Control Company, and Traffic Safety Corp for the Blinking Stop Signs. Discussion ensued. No action was taken at this time.

Mr. Schappcher provided an update regarding installation of the radar sign. It was explained that the sign has arrived, but Mr. DeGrange was uncomfortable with installing the sign on the light post that is there, so other options are being explored. One option is to install the sign on a thicker, portable post which is about $475 installed.
On a Motion by Mr. Jones, seconded by Mr. Jasper, with all in favor, the Board approved installation of the Radar Sign on a Portable Post, Not to Exceed $500, for Venetian Community Development District.

EIGHTH ORDER OF BUSINESS

District Engineer Report – Consideration of Proposals for New Stop Signs at Padova and Mestre Place

Mr. Schappacher reviewed proposals received for installation of the new stop signs at Mestre Place and Padova. Discussion ensued.

On a Motion by Mr. Jones, seconded by Mr. Shea, with all in favor, the Board approved the Proposal from Beautiful Mailbox Company, Not To Exceed $2,000, for installation of a 4-way stop, and a speed limit sign, at Padova and Mestre Place, for Venetian Community Development District.

NINTH ORDER OF BUSINESS

District Engineer Report

Mr. Schappacher advised Site Masters has asked for an additional $400 related to the storm drain repairs. He advised the original repairs to the storm drain were completed and when Site Masters was on site, they found additional voids not contemplated in their original proposal. The contractor went back out and made additional repairs at no charge for labor, but has requested the Board to consider an additional $400 for equipment used to make the additional repairs. Discussion ensued.

On a Motion by Mr. Jones, seconded by Mr. Craychee, with all in favor, the Board approved payment of additional $400 to Site Masters for additional work completed to fill in voids that came up after the original repairs, for Venetian Community Development District.

Discussion ensued regarding issues with bolts coming loose from the speed bumps, which was noticed during the ADA pad installation. It was explained that the asphalt is deteriorating underneath the speed bumps. Mr. Craychee received an initial proposal for repairs, but it seems very high and he wants to look into the matter further before the Board considers action.

Ms. Richard advised she has received complaints about vines and things growing in Common Area 30, left side of tee #2-Monteluna, and residents wanting to know when the items will be cleared. The area is not a lake or designated wetland but does handle stormwater drainage. Mr. Jasper suggested clearing the vines and Brazilian pepper encroaching to the lots, and review the area further. Proposals for the suggested clearing have been requested from aquatic maintenance company.

Mr. Schappacher advised he completed recertification of the drainage system in Phase 7 and it has been sent to SWFWMD. He further advised the stop signs have been installed on Monteluna.
Mr. Schappacher reviewed deficiencies noted in the outfall for lake 2; advising that the rip rap needs to removed, the area backfilled and sodded, and then the rip rap replaced. He advised he is obtaining proposals for consideration by the Board.

TENTH ORDER OF BUSINESS

Consideration of Willow Chase Indemnification, Defense, and Hold Harmless Agreement Related to Landscaping

Mr. Cohen provided an overview of the indemnification agreement with Willow Chase regarding Willow Chase maintenance of the CDD lake bank on the Willow Chase side of the lake. Discussion ensued.

On a Motion by Mr. Craychee, seconded by Mr. Jones, with all in favor, the Board approved delegating authority to Mr. Jasper to execute the Willow Chase Indemnification, Defense, and Hold Harmless Agreement Related to Landscaping of the CDD lake bank on the Willow Chase side of the lake, for Venetian Community Development District.

ELEVENTH ORDER OF BUSINESS

Consideration of Draft Scope of Services and Specifications for the Landscape Maintenance RFP

Mr. Toborg provided an overview of the project manual for landscape and irrigation maintenance services, noting he has worked with Mr. Jasper and Ms. Richard and incorporated a number of their comments into this draft. Mr. Toborg reviewed the proposed evaluation criteria which would be used by the Board to score the proposals. Discussion ensued.

On a Motion by Mr. Shea, seconded by Mr. Craychee, with all in favor, the Board directed Staff to proceed with advertising and taking necessary steps to issue the RFP for Landscape and Irrigation Maintenance Services, and delegated authority to Mr. Jasper to work with Staff to finalize the project manual, for Venetian Community Development District.

TWELFTH ORDER OF BUSINESS

Discussion Regarding District E-Mail Accounts and Other IT Matters

Ms. Syvret reviewed the proposed e-mail and website transition plan to move from the current I-Power hosted e-mail/website to a cloud based Microsoft exchange server. Ms. Syvret explained that under the system that was set up with I-power, users were only provided with 2GB of data, which is a very low amount. She further explained that the low data and server capacity is what was causing a majority of the issues that they were experiencing. Ms. Syvret advised that under the new proposed system, each user would receive 25GB of data, it would support an unlimited number of users, and that the District would be able to utilize email blast capabilities from the website. She also noted that transition to the cloud based server would be good from a public records standpoint, as it will allow for greater control in storing email records after a board or committee member has left office. Ms. Syvret advised the cost of the new system would be $14 per month, per user. She noted there are currently about 34 users, so the total annual cost to the District would be about $5,700.00. Ms. Syvret advised that they did price the same system with the current
provider, I-power, and that their cost came out to $31.45 per month, per user. Discussion ensued.

On a Motion by Mr. Jones, seconded by Mr. Jasper, with all in favor, the Board approved Staff to move forward with the transition in an amount not to exceed $168 per year, per user, subject to inquiring whether a smaller GB setting for Committee Members would be feasible, for Venetian Community Development District.

THIRTEENTH ORDER OF BUSINESS

Discussion Concerning Strategic Planning FAQ and Informational Letter

The Board discussed various revisions to the draft communication. The revised communication is to be included with the budget mailed notice and then posted to the front page of the website as a “New Item” in red font.

FOURTEENTH ORDER OF BUSINESS

Discussion Regarding Remaining Projects to be Considered for Completion in Fiscal Year 2013/2014

Regarding the ADA Pad Installation, Mr. Craychee reviewed the estimated costs to complete the remaining CDD pads, noting that WCI will pick up the cost of the 8 pads in front of the golf course and the welcome center. Mr. Craychee made a motion, which was seconded by Mr. Jones, to complete the ADA pad installation, and sidewalk grinding, in this fiscal year at a cost of $18,500. Discussion ensued. The motion was withdrawn by Mr. Craychee.

Ms. Richard advised the monument project cost is estimated at $18,240.

Mr. Jasper advised the pump area, which contains the five pumps valued at $25,000 each, needs to be blasted and painted, as well as various repairs completed, such as re-bolting. He also advised that a weather shield should be installed to help protect the pumps. The estimated cost to complete the pump area project is $9,000. Power washing the common area sidewalks is estimated at $2,800.

Mr. Jasper indicated that in order to complete the conversion from ornamental grasses to sod on the lake banks would cost approximately $20,000.

The total of all projects is $65,740.

On a Motion by Mr. Craychee, seconded by Mr. Shea, with all in favor, the Board approved proceeding with the ADA Pad installation in an amount not to exceed $18,500, the Monument upgrades in an amount not to exceed $18,500, the Pump Station repairs in an amount not to exceed $10,000, and the Lake Bank Conversion in an amount not to exceed $20,000, for Venetian Community Development District.
FIFTEENTH ORDER OF BUSINESS  
Update Regarding Geo-Thermal Pool Heating System

Mr. Craychee provided an update on the Geo-Thermal pool heating system, advising the wells are drilled, the equipment has been set, and the electrical is basically complete. He advised they are now waiting on the FPL connection, and they need to set the pump and wire and complete the piping.

SIXTEENTH ORDER OF BUSINESS  
Discussion Concerning WCI Request to Increase Density of Laurel Road Buffer to Avaleni Way Cul-de-Sac

Mr. Jasper advised Mr. Rick Barber, of WCI, came to him advising a homeowner wanted to do something about headlights shining into their homes, and recommended increasing the landscaping. It was explained that there will be better coverage once the existing landscaping has grown in a little, and the residents agreed to wait and see.

SEVENTEENTH ORDER OF BUSINESS  
Update Regarding Phase 5, Padova Way Extension Construction Access

Mr. Jasper provided an overview of WCI’s plans for a construction access at Padova Way and how construction traffic should be routed.

EIGHTEENTH ORDER OF BUSINESS  
Discussion Regarding Insurance Requirements for District Contractors

Ms. Syvret explained that questions had previously arisen concerning what the insurance requirements are, or should be, for District contractors. Ms. Syvret explained that the standard is for the District to require a contractor to carry general liability and auto liability coverage consistent with the level of coverage carried by the District, and workers compensation coverage in accordance with State law. Ms. Syvret further explained that issues sometimes arise with workers compensation coverage, when dealing with a contractor that is a sole proprietor and holds an exemption for workers compensation coverage. She explained that a valid workers compensation exemption waiver protects against claims of injury from the exempted individual only. So if a contractor brings a nonexempt (and uninsured) helper to the jobsite, and this helper gets hurt, he may seek compensation from his employer and anyone associated with the job, including the district. Therefore, the District needs to be careful if a contractor claims that his helpers are covered under his exemption waiver, because workers’ compensation exemption waivers are granted to individuals and not to entire companies. If a person is not covered by workers’ compensation insurance or not legally exempt from this coverage, the District may be asked to pay for injuries that occur on the jobsite.

NINTEENTH ORDER OF BUSINESS  
Staff Reports

A. District Counsel

Mr. Cohen advised that he has looked further into matters relating to the sidewalks in Capello II, and it appears that the sidewalks in Capello II were incorrectly placed in the field on the District’s right-of-way, instead of on the
condo property as show on the plans. He recommended preparation of an easement and amendment of the condo documents to clarify maintenance of the sidewalks is the responsibility of the condo association.

On a Motion by Mr. Jones, seconded by Mr. Shea, with all in favor, the Board approved preparation of an Easement Agreement and Authorized Mr. Jasper to Execute the Agreement, for Venetian Community Development District.

B. District Engineer
   Mr. Schappacher provided his report as the Ninth Order of Business.

C. River Club
   Mr. Grant advised he sent out proposals for the tennis court resurfacing project and reviewed options relating to the timing of completion. Discussion ensued.

   Mr. Grant advised the escrow deposits for the liquor vendors were initially deposited by WCI. He suggested that since the accounts have been transferred to the CDD, that the deposits be refunded to WCI and the CDD re-issue the deposits. Mr. Grant further explained that the purpose behind the deposits is, if there is a deposit on escrow, the liquor account will not be reported to the State if a bill is late in getting paid. Discussion ensued. It was determined that Mr. Grant should discuss the issue with Mr. Williams.

   Mr. Grant provided an update regarding the new chef for the River Club.

D. Field Manager
   Ms. Richard provided an update on miscellaneous maintenance items, noting that the light poles on Veneto have been moved and the entry fountain lights have now been completed. Ms. Richard asked for clarification for the mailbox LED light test area, whether it was supposed to be all homes on Lerida Court or just the first two houses. It was confirmed that only the first two houses should be changed out so that the LED lights can be compared next to the existing lights. Ms. Richard advised she will order and change them out, and then notify the Board when complete. She also advised she is almost complete with the transponder audit.

E. District Manager
   Ms. Syvret advised the next regular meeting of the Board of Supervisors is scheduled for Monday, July 14, 2014 at 9:30 am.

TWENTIETH ORDER OF BUSINESS  Supervisor Requests

Ms. Syvret opened the floor to supervisor requests and comments.

Mr. Jones asked about the lift stations. Mr. Jasper advised he would cover that subject during his comments.
Mr. Jasper advised he has set up a meeting with Kelly Evans of Rizzetta Amenity Services on July 17th to review River Club operations. He further advised he has been in contact numerous times with the County regarding the maintenance of the four lift station enclosures. The County is refusing that the lift station enclosures are theirs and sent a survey crew to determine if the walls are within the easement. Mr. Jasper is awaiting the results.

TWENTY-FIRST ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Jones, seconded by Mr. Shea, with all in favor, the Board adjourned the meeting at 1:30 pm, for Venetian Community Development District.