



Rizzetta & Company

# Venetian Community Development District

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**Board of Supervisors' Meeting  
February 28, 2022**

**District Office:  
9530 Marketplace Road, Suite 206  
Fort Myers, Florida 33912  
(239) 936-0913**

[www.venetiancdd.org](http://www.venetiancdd.org)

# VENETIAN COMMUNITY DEVELOPMENT DISTRICT

Venetian River Club, 502 Veneto Boulevard, North Venice, Florida 34275

[www.venetiancdd.org](http://www.venetiancdd.org)

<b>Board of Supervisors</b>	Rich Bracco Steve Kleinglass Rick McCafferty Ernest Booker Ken Smaha	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
<b>District Manager</b>	Belinda Blandon	Rizzetta & Company, Inc.
<b>District Counsel</b>	Andy Cohen	Persson, Cohen & Mooney, P.A.
<b>District Engineer</b>	Rick Schappacher	Schappacher Engineering

**All cellular phones must be placed on mute while in the meeting room.**

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (239) 936-0913. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

**VENETIAN COMMUNITY DEVELOPMENT DISTRICT**  
District Office · Ft. Myers, Florida · (239) 936-0913  
Mailing Address · 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

www.venetiancdd.org

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February 21, 2022

Board of Supervisors  
**Venetian Community  
Development District**

**AGENDA**

Dear Board Members:

The regular meeting of the Board of Supervisors of Venetian Community Development District will be held on **Monday, February 28, 2022 at 9:30 a.m.** at the Venetian River Club located at 502 Veneto Boulevard, North Venice, Florida 34275. The following is the tentative agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. PUBLIC COMMENT**
- 4. MANAGEMENT STATE OF AFFAIRS UPDATE BY VESTA**
  - A. Review of Vesta Response to Letter ..... Tab 1
- 5. DISTRICT ENGINEER STAFF REPORT**
- 6. BUSINESS ITEMS**
  - A. Consideration of Joint Workshop Between the Facilities Advisory Committee and the Fitness and Pool Advisory Committee
  - B. Review and Consideration of Landscaping Advisory Committee Recommendations ..... Tab 2
  - C. Consideration of Addendum to the Vesta Agreement ..... Tab 3
- 7. BUSINESS ADMINISTRATION**
  - A. Consideration of the Minutes of the Board of Supervisors' Meeting held on January 24, 2022 ..... Tab 4
  - B. Consideration of the Operations and Maintenance Expenditures for the Month of January 2022..... Tab 5
- 8. CONSENT ITEMS**
  - A. Acceptance of Advisory Committee Meeting Minutes..... Tab 6
    1. Facilities Advisory Committee Meeting of January 3, 2022
    2. Fitness and Pool Advisory Committee Meeting of January 19, 2022
    3. Strategic Direction Advisory Committee Meeting of January 25, 2022
- 9. STAFF REPORTS**
  - A. District Counsel
  - B. River Club
  - C. Field Manager
  - D. District Manager
- 10. SUPERVISOR REQUESTS AND COMMENTS**
- 11. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to contact me at (239) 936-0913. **Please note that masks are required for unvaccinated individuals at the River Club.**

Very truly yours,  
*Belinda Blandon*  
Belinda Blandon  
District Manager

cc: Andrew Cohen: Persson, Cohen & Mooney, P.A.

# Tab 1



Vested in your community.

904.355.1831  
245 Riverside Avenue, Suite 300  
Jacksonville, FL 32202

[VestaPropertyServices.com](http://VestaPropertyServices.com)

February 9, 2022

**VIA Email: [acohen@flgovlaw.com](mailto:acohen@flgovlaw.com)**

Mr. Andrew Cohen, Esquire

PERSSON, COHEN, MOONEY, FERNANDEZ & JACKSON, P.A.

236 Pedro Street

Venice, Florida 34285

Dear Mr. Cohen and Venetian Community Development District Board of Supervisors:

This letter is in direct response to your letter to Roy Deary dated February 1, 2022 (attached hereto for convenience) that addresses the performance of Vesta Property Services, Inc. ("Vesta") in its capacity as the Facilities Manager of the Venetian River Club (the "Club"). Please excuse the lengthiness of our reply but the serious nature of the District's Letter clearly warrants a thorough and thoughtful response by Vesta.

First and foremost, Vesta deeply values its relationship with the District, is receptive to any feedback that can assist us in our performance and will always address concerns that are shared by the Board of Supervisors (the "Board"). While many of the items listed in your Letter do not align with our view of Vesta's performance, I will try to respectfully address each issue mentioned in the District's notice:

- "Abrupt" dismissal of Denise Payton, former Club Manager. Since the effective date of our Management Agreement, Vesta has periodically communicated with the District's Board liaison to Vesta that it would appropriately evaluate all of its associates employed at the Club, including those that it inherited from the previous management company. Beginning in July of 2021, Vesta made the full Board and the public aware that it would be conducting internal, individual performance reviews of the Club staff in the Fall (as per our companywide practice each year), which did, in fact, take place then. However, Vesta stated on the record that, also consistent with its longstanding, companywide practice, it would not discuss internal employment matters in a public forum such as the District's Board Meetings or Workshops.

While it is inappropriate to itemize the specific issues that led to Ms. Payton's separation from Vesta, it is inaccurate to suggest that this occurred "abruptly," haphazardly, or without a great deal of personal and professional consideration extended to Ms. Payton (and the rest of the Club staff) throughout her entire term of employment with Vesta. In addition to Vesta Senior Management's consistent and determined commitment to a collegial, supportive, and productive work relationship with Ms. Payton (and the rest of the Club staff), lengthy due diligence was conducted by Vesta that included the full and personally considerate and respectful involvement of our Human Resource professionals (including through Ms. Payton's final days and hours of employment with Vesta.)

However, regardless of these circumstances and while well-aware of the sensitive nature of this issue, Vesta recognizes that we could have kept the Board better informed about a key Club management change, and the timing of it, and we commit to better communication about these types of matters going forward.



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- Staff Resignations. The current labor environment is quite challenging for every employer, including Vesta. To be candid, this dynamic has been exacerbated at Venetian by Ms. Payton's recent departure. However, as you note, the community's reaction to staff replacements has been overwhelmingly positive. Vesta (1) deeply appreciates both the continued commitment of "Team Venetian" and the community's ongoing support for our dedicated associates, and (2) will continue to fulfill our management responsibilities and professionally staff the Club as needed. To that end, Vesta's Rudy Seurattan will continue to fulfill a leadership role for the Club, with direct oversight of Team Venetian. In addition, Vesta always welcomes feedback regarding any team members who are - or are not - meeting the residents' or District's expectations for their job performance.
- Late Vendor Payments. Vesta has worked closely and most-appreciatively with the on-site Club Admin., Dale Miller, to ensure that we capture everything in the correct payment periods. Vesta is unaware of a pattern of late payments and, in fact, runs multiple check-batches monthly and last summer set up Food and Liquor vendors via Autopay through Fintech (or in ACH), through the vendors' websites, multiple times a month, to avoid a repeat of this very concern that first occurred last Spring. If the Board has further, specific information regarding this issue or any "strict payment terms" that were instituted by the District's vendors, we would be glad to further review our performance and update the Board accordingly.
- Budget Discrepancies. Vesta would submit that just about any first-time, complex Budget that is provided months in advance during the "COVID era" is likely to have some issues or unexpected variances. However various line items (such as the "Mgmt. Fee Admin." account, \$19,875 vs \$19,875) are spot-on through Q1 or three (3) months, as the "fixed" line items can be budgeted with no variance. More importantly, the restaurant's Actual volume has been higher-than-expected at the Club. Actual Food Revenue is \$236,289 vs Budget of \$189,300, for a \$47,000 favorable variance and, because of this uptick, Actual COGS is understandably unfavorable to Budget (by \$32,000), for an Actual F & B Net \$15,000 "to the good" – and the Club overall happens to be \$14,000 ahead of Budget through Q1.

NOTE: It might be helpful going forward for Vesta to send a Summary Financial Report to the Board, *after* Rizzetta has essentially signed off on our monthly packet, identifying any significant Variances to Budget, with explanations in our Summary Report as to why those Variances have occurred.

- Unresponsive to Board. We believe that Vesta has shown Venetian an overall unprecedented and strong commitment to proactive engagement, professional relationship-building, and helpful support for the entire Board, Committees (and other stakeholders) since the very beginning of our Agreement. Our team and I would be very surprised if most of the Board feels quite differently.

If this item is meant more specifically from an accounting standpoint, Vesta's corporate accounting team has never received a call or email inquiry from a Board member until receiving an inquiry a few weeks ago from Board Supervisor Ken Smaha. That single instance was a simple, "How are Employee Benefits calculated?" Vesta gladly explained to Supervisor Smaha while providing the "Payroll Totals Reports," so he could see that specific portion of the biweekly Journal Entry. From the beginning, we



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were instructed to work with Rizzetta on the Club financial packet, in order for them to distribute the Master CDD version to the District. We will gladly answer any accounting-related (and other) questions if the Board inquires. (If previous inquiries were made and came through our previous Club GM, she unfortunately was not relaying that information on to Vesta's accounting team.)

- Year-End Profit-and-Loss Report Errors. Vesta is unaware of a pattern of errors in our Reports; we would ask you to provide examples so that we may better address or rectify this concern. We send our Financial Reports to Rizzetta for review and if they identify any discrepancies, they follow up with us. It is my understanding that out of the previous nine (9) months that we have delivered Financials, they replied with two (2) relatively minor issues (in our opinion):

For the Fiscal Year-End (Sept. 30), Vesta's report was delivered on the 20<sup>th</sup> and Venessa from Rizzetta inquired on the 22<sup>nd</sup> about two (2) items equaling \$624. These were captured in the CDD Consolidated Report Tab, but not in the Admin. Tab, as they were inadvertently coded to Maintenance (which isn't one of the four Departmental Tabs). Once made aware of our error, Vesta replied with the updated file within hours on the 22<sup>nd</sup> and they used that packet to distribute their financial report.

- Year-To-Date 2022 and 2021 Employee Benefits billing issues. Please provide more specific information about this concern, to better enable Vesta to address this specific issue.
- Late Financial Statements. Again, and respectfully, Vesta has been unaware of specific concerns regarding this issue. Financials are contractually required to be delivered by Vesta within thirty (30) days of month-end and it is my understanding that Vesta has provided its Club Financial Packet to Rizzetta by the 20<sup>th</sup> in six of the previous eight months, and with advance notice and approval by Rizzetta, on the 21<sup>st</sup> and 22<sup>nd</sup>, respectively, for the other two months.
- Holiday Fund Payments/Payroll Problems. Paycom (Vesta's third-party vendor to process payroll) has indicated they are not aware of any issues with the checks that they distributed for the Club (or with any of Vesta's other 1,300+ associates.) Our former Club GM indicated one employee claimed that he or she could not process his or her check through an ATM and therefore had to step inside to deal with the bank teller (this rare occurrence did not seem to be the type of problem that would warrant separate mention by either the District or Vesta.) Please provide further information regarding this concern.

For further, external evidence that Vesta is performing well on behalf of the District, we ask the Board to consider the results of the most recent Resident Survey (attached), which we feel are quite positive, generally indicate Vesta's sustained and sound management practices, and do not reflect (from our perspective) a "general feeling" that the Club is in "disarray."

As noted on Page 6 of Vesta's comprehensive Evaluation of the River Club in July of 2021, the General Manager position is of "crucial importance" to the successful operation of the Club. Therefore, the recent, unfortunate turnover in that key position (and in a manner that likely *appeared* unexpected or sudden to the





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general public or other staff), combined with one or more additional, consequential departures due to certain Club associates' understandable loyalty to the previous GM (also alluded to in our Evaluation in July), could alone convey to some that an inordinate degree of "change" is affecting or disrupting the River Club. In reality, however, Vesta remains resolute in fulfilling our management responsibilities on behalf of the District, as shown by, among other things, our immediate placement of Rudy Seurattan, an experienced and capable Vesta Regional Vice President, as the Club's interim General Manager.

Most important, my team and I remain committed to improving on the ongoing success of the Venetian River Club. At the same time, while we recognize that Vesta's chief responsibility is serving the community well every day, we may have briefly overlooked another key element of our engagement, which is our continual support for and partnership with the Board. My hope is that Vesta's overall response does not come across as defensive or minimizing of any of the Board's legitimate concerns; but conversely, I'm genuinely trying to share Vesta's perspective on the issues raised while cognizant and receptive to areas where we may have gotten it wrong. So, to reiterate, regarding the recent issues surrounding the General Manager position, Vesta fully acknowledges that we could have done a better job of communicating these key personnel plans, and for that misstep, we sincerely apologize. With regard to the financial concerns, we look forward to additional feedback if our explanations are not sufficiently adequate.

In closing, Vesta commits to keeping you better informed going forward, in the hopes of improving both the District's confidence and trust in our company as well as our overall work performance on behalf of the Board and the District. Thank you for your consideration and we look forward to discussing this issue, if desired, at your upcoming Board Meeting.

Sincerely,

Ginger Anzalone,  
President, West Florida Region

# Tab 2

THE C.D.D. HAS OVER \$ 50,000 REMANING FROM THE VENETO & ROUNDABOUT PROJECT

*THE LANDSCAPING COMMITTEE RECOMMENDATIONS:*

#1 THE C.D.D. BOARD PROCEED WITH THE RIVER CLUB LANDSCAPING WORK AS ESTIMATED \$ 23,318 DURING THE CURRENT BUDGET CYCLE ( 2021-22 )

#2 THE C.D.D. BOARD PROCEED WITH THE MOST NEEDY CUL-DE-SACS AS DETERMINED BY JOHN TOBORG DURING THE CURRENT BUDGET CYCLE ( 2021-22 )

PLAN A \$ 7,245 X 3 CUL-DE-SACS \$ 21,735

**OR**

PLAN B \$ 4,637 X 5 CUL-DE-SACS \$ 23,185

**OR**

PLAN C \$ 5,461 X 4 CUL-DE-SACS \$ 21,844

*THE LANDSCAPING COMMITTEE RECOMMENDS PLAN A*

# 3 THE BALANCE OF THE CUL-DE-SACS CAN BE COMPLETED IN A PHASED PROJECT OVER THE NEXT TWO BUDGET CYCLES.(2022-23 & 2023-24 )

PLAN A \$ 7,245 X 27 \$ 195,615

**OR**

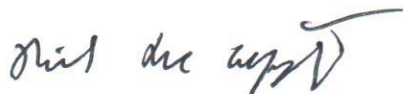
PLAN B \$ 4,637 X 25 \$ 115,925

**OR**

PLAN C \$ 5,461 X 26 \$ 141,986

*AGAIN,THE LANDSCAPE COMMITTEE RECOMMENDS PLAN A*

# 4 *THE LANDSCAPING COMMITTEE RECOMMENDS VINCA FLOWERS FOR THE NEXT COMMUNITY WIDE FLOWER ROTATION IN MARCH. USING MULTI COLOR BEDS AT THE MAIN ENTRANCE AND THE ENTRANCE TO THE RIVER CLUB AND SOLID COLOR IN ALL OTHER BEDS.*



RICK MCCAFFERTY

02-28-2022



PO Box 267  
 Seffner, FL 33583  
 O: 813-757-6500  
 F: 813-757-6501

# Estimate

<b>Submitted To:</b>
Venetian CDD 3434 Colwell Ave Suite 200 Tampa, FL 33614

Date	1/11/2022
Estimate #	75550
LMP REPRESENTATIVE	
WG	
PO #	
Work Order #	

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DESCRIPTION	QTY	COST	TOTAL
River Club Renovation Remove all juniper on the left and right sides and install sod. Remove all shillings and oleanders in the center islands and add ginger and ti plants with a ring of sod.			
Jasmine - Confederate 3G	50	16.50	825.00
Croton - Mamy 3G	30	16.50	495.00
Croton 3G	30	16.50	495.00
Ginger - Variegated Shell 3G	166	24.75	4,108.50
Ti - Red Sister 3G	30	16.50	495.00
Arboricola - Dwarf Schefflera 3G	20	16.50	330.00
Ligustrum Tree - multi B&B	1	962.50	962.50
Sod - St. Augustine SF	5,600	1.24	6,944.00
Mulch - Cocoa Brown (2cu) CY	25	49.50	1,237.50
Bobcat	1	3,300.00	3,300.00
Bed Prep/ Debris/ Disposal	100	41.25	4,125.00

**TERMS AND CONDITIONS:**

<b>TOTAL</b>	<b>\$23,317.50</b>
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LMP reserves the right to withdraw this proposal if not accepted within 30 days of the date listed above. Any alteration or deviation to scope of work involving additional costs must be agreed upon in writing as a separate proposal or change order to this proposal. Periodic invoices may be submitted if job is substantial in nature with final invoice being submitted at completion of project. Any work performed requiring more than 5 days to complete is subject to progressive payments as portions of the work are completed. No finance charge will be imposed if the total of said work is paid in full within 30 days of invoice date. If not paid in full within 30 days, then customer is subject to finance charges on the balance of the work from the invoice date at a rate of 1.5% per month until paid. LMP shall have the right to stop work under this contract until all outstanding amounts including finance charges are paid in full. Payments will be applied to the oldest invoices.

ACCEPTANCE OF PROPOSAL: The above prices, scope of work and terms and conditions are hereby satisfactorily agreed upon. LMP, Inc. has been authorized to perform the work as outlined and payment will be made as outlined above. The above pricing does not include any unforeseen modifications to the said irrigation system that could not be reasonably accounted for prior to job start. All plant material carries a one (1) year warranty provided LMP, Inc. is performing landscape maintenance services to the area installed or enhanced at the time of installation. If not, then there is no warranty on the plant material.

OWNER / AGENT

DATE

2-7-21



AFTER



PO Box 267  
 Seffner, FL 33583  
 O: 813-757-6500  
 F: 813-757-6501

# Estimate

**Submitted To:**  
 Venetian CDD  
 3434 Colwell Ave  
 Suite 200  
 Tampa, FL 33614

Date	2/1/2022
Estimate #	75845
LMP REPRESENTATIVE	
WG	
PO #	
Work Order #	

# 1

DESCRIPTION	QTY	COST	TOTAL
Renovate the cul-de-sacs			
Ixora - Dwarf nana (red) 3G	30	15.00	450.00
Agave 15G	5	316.25	1,581.25
Liriope - Super Blue (Dwarf) 3G	30	16.50	495.00
Boulder - X-Large (4-5')	5	357.50	1,787.50
Mulch - Cocoa Brown (2cu) CY	5	55.00	275.00
Soil - Top Soil (3/4 cu) CY	5	68.75	343.75
Bobcat	1	1,237.50	1,237.50
Bed Prep/ Debris/ Disposal	10	45.00	450.00
Irrigation Modifications/ Adjustments	1	625.00	625.00

**TERMS AND CONDITIONS:**

<b>TOTAL</b>	<b>\$7,245.00</b>
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ACCEPTANCE OF PROPOSAL: The above prices, scope of work and terms and conditions are hereby satisfactorily agreed upon. LMP, Inc. has been authorized to perform the work as outlined and payment will be made as outlined above. The above pricing does not include any unforeseen modifications to the said irrigation system that could not be reasonably accounted for prior to job start. All plant material carries a one (1) year warranty provided LMP, Inc. is performing landscape maintenance services to the area installed or enhanced at the time of installation. If not, then there is no warranty on the plant material.

OWNER / AGENT

DATE

2-9-22



AFTER



PO Box 267  
 Seffner, FL 33583  
 O: 813-757-6500  
 F: 813-757-6501

# Estimate

**Submitted To:**

Venetian CDD  
 3434 Colwell Ave  
 Suite 200  
 Tampa, FL 33614

Date	2/2/2022
Estimate #	75914
LMP REPRESENTATIVE	
WG	
PO #	
Work Order #	

DESCRIPTION	QTY	COST	TOTAL
Cul-de-sac renovation otion 3			
Copper Plant - Red 3G	20	16.50	330.00
Arboricola - Var. Dwarf Schefflera 3G	33	16.50	544.50
Liriope 3G	50	16.50	825.00
Soil - Top Soil (3/4 cu) CY	5	68.75	343.75
Mulch - Cocoa Brown (2cu) CY	5	55.00	275.00
Bobcat	1	1,237.50	1,237.50
Bed Prep/ Debris/ Disposal	10	45.38	453.80
Irrigation Modifications/ Adjustments	1	627.00	627.00

**TERMS AND CONDITIONS:**

<b>TOTAL</b>	<b>\$4,636.55</b>
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LMP reserves the right to withdraw this proposal if not accepted within 30 days of the date listed above. Any alteration or deviation to scope of work involving additional costs must be agreed upon in writing as a separate proposal or change order to this proposal. Periodic invoices may be submitted if job is substantial in nature with final invoice being submitted at completion of project. Any work performed requiring more than 5 days to complete is subject to progressive payments as portions of the work are completed. No finance charge will be imposed if the total of said work is paid in full within 30 days of invoice date. If not paid in full within 30 days, then customer is subject to finance charges on the balance of the work from the invoice date at a rate of 1.5% per month until paid. LMP shall have the right to stop work under this contract until all outstanding amounts including finance charges are paid in full. Payments will be applied to the oldest invoices.

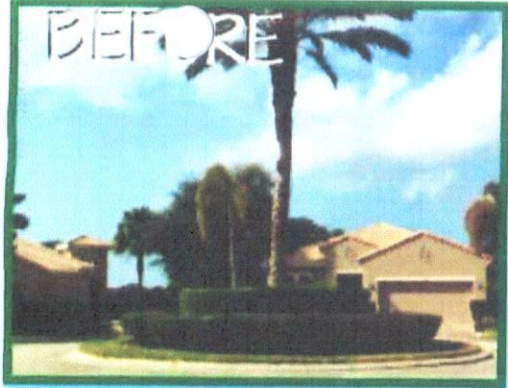
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OWNER / AGENT

DATE



1-9-22



AFTER



PO Box 267  
 Seffner, FL 33583  
 O: 813-757-6500  
 F: 813-757-6501

# Estimate

<b>Submitted To:</b>
Venetian CDD 3434 Colwell Ave Suite 200 Tampa, FL 33614

Date	2/2/2022
Estimate #	75913
LMP REPRESENTATIVE	
WG	
PO #	
Work Order #	

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DESCRIPTION	QTY	COST	TOTAL
Renovate the cul-de-sacs option 2			
Copper Plant - Red 3G	20	16.50	330.00
Arboricola - Var. Dwarf Schefflera 3G	33	16.50	544.50
Gravel - 3/4-1" Brown (Bulk) CY	4	330.00	1,320.00
Soil - Top Soil (3/4 cu) CY	5	68.75	343.75
Mulch - Cocoa Brown (2cu) CY	5	55.00	275.00
Bobcat	1	1,237.50	1,237.50
Weed mat	1	330.00	330.00
Bed Prep/ Debris/ Disposal	10	45.38	453.80
Irrigation Modifications/ Adjustments	1	627.00	627.00

**TERMS AND CONDITIONS:**

<b>TOTAL</b>	<b>\$5,461.55</b>
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LMP reserves the right to withdraw this proposal if not accepted within 30 days of the date listed above. Any alteration or deviation to scope of work involving additional costs must be agreed upon in writing as a separate proposal or change order to this proposal. Periodic invoices may be submitted if job is substantial in nature with final invoice being submitted at completion of project. Any work performed requiring more than 5 days to complete is subject to progressive payments as portions of the work are completed. No finance charge will be imposed if the total of said work is paid in full within 30 days of invoice date. If not paid in full within 30 days, then customer is subject to finance charges on the balance of the work from the invoice date at a rate of 1.5% per month until paid. LMP shall have the right to stop work under this contract until all outstanding amounts including finance charges are paid in full. Payments will be applied to the oldest invoices.

ACCEPTANCE OF PROPOSAL: The above prices, scope of work and terms and conditions are hereby satisfactorily agreed upon. LMP, Inc. has been authorized to perform the work as outlined and payment will be made as outlined above. The above pricing does not include any unforeseen modifications to the said irrigation system that could not be reasonably accounted for prior to job start. All plant material carries a one (1) year warranty provided LMP, Inc. is performing landscape maintenance services to the area installed or enhanced at the time of installation. If not, then there is no warranty on the plant material.

OWNER / AGENT

DATE

# Tab 3

**ADDENDUM TO THE AGREEMENT BETWEEN  
VENETIAN COMMUNITY DEVELOPMENT DISTRICT  
AND VESTA PROPERTY SERVICES, INC.  
FOR AMENITY FACILITIES MANAGEMENT,  
MAINTENANCE, AND PROGRAMMING SERVICES**

**THIS ADDENDUM TO THE AGREEMENT BETWEEN VENETIAN COMMUNITY DEVELOPMENT DISTRICT AND VESTA PROPERTY SERVICES, INC. FOR AMENITY FACILITIES MANAGEMENT, MAINTENANCE, AND PROGRAMMING SERVICES** (the "Addendum"), is made and entered into effective as of the [REDACTED] day of [REDACTED], 2022 by and between the Venetian Community Development District, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, located in the City of Venice, Florida (the "District"), and Vesta Property Services, Inc. (the "Manager" and, together with the District, the "Parties").

**WHEREAS**, the District is the owner of the Venetian Golf & River Club (the "Club") and all related facilities including, but not limited to, the restaurant, lounge, fitness center, indoor instruction area, pool, tennis courts, parking areas, and other improvements (collectively, the "Club Facilities"); and

**WHEREAS**, the District, on or about February 4, 2021, entered into a contractual relationship with the Manager to manage and maintain the Club Facilities and to provide other services (hereinafter referred to as the "Management Agreement"); and

**WHEREAS**, the Parties desire to amend the Management Agreement to clarify/revise the timing for Manager's provision of financial statements and related documents pursuant to the Agreement; and

**WHEREAS**, the District and the Manager each has the authority to execute this Addendum and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this Addendum so that this Addendum constitutes a legal and binding obligation of the parties hereto.

**NOW, THEREFORE**, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which is hereby acknowledged, the District and the Manager agree as follows:

1. Section 2.8(b) of the Management Agreement is amended to reflect that Manager shall deliver to the District within eighteen (18) calendar days after the end of each Accounting Period (as defined in the Management Agreement) a statement of profit and loss showing the results of the operation of the Club Facilities for the immediately preceding Accounting Period and for the Fiscal Year-to-date with complete detail of all items of income and expense.

2. In the event of conflict between the provisions of this Addendum and the Management Agreement, the provisions of this Addendum shall control.
3. Except as previously and hereby modified by the parties, the terms, and conditions of the Management Agreement, are ratified, and confirmed. The validity, interpretation, and enforcement of this Addendum and of the rights and obligations of the parties hereto shall be governed by and construed and interpreted in accordance with the laws of the State of Florida.

IN WITNESS WHEREOF, the parties have made and executed this Addendum as of the day and year last written below.

**Vesta Property Services, Inc.**

**Venetian  
Community Development District**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

# Tab 4

**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**

The regular meeting of the Board of Supervisors of the Venetian Community Development District was held on **Monday, January 24, 2022 at 9:30 a.m.** held at the Venetian River Club, 502 Veneto Boulevard, North Venice, Florida 34275.

Present and constituting a quorum were:

Richard Bracco	<b>Board Supervisor, Chairman</b>
Steve Kleinglass	<b>Board Supervisor, Vice Chairman</b>
Rick McCafferty	<b>Board Supervisor, Assistant Secretary</b>
Ernest Booker	<b>Board Supervisor, Assistant Secretary</b>
Ken Smaha	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Belinda Blandon	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Andy Cohen	<b>District Counsel, Persson, Cohen &amp; Mooney, P.A.</b>
Rick Schappacher	<b>District Engineer, Schappacher Engineering</b>
Keith Livermore	<b>Field Manager, Rizzetta &amp; Company, Inc.</b>
Chris Vignolini	<b>Club Manager</b>
Paul Varner	<b>Tennis Director</b>
Rudy Seurattan	<b>Vesta Property Services</b>
Audience	

**FIRST ORDER OF BUSINESS** **Call to Order**

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

**SECOND ORDER OF BUSINESS** **Pledge of Allegiance**

Mr. Bracco led the Board and audience in reciting the pledge of allegiance.

**THIRD ORDER OF BUSINESS** **Public Comment**

Mr. Bracco addressed those in attendance regarding the POA Manager who is very sick; he advised that a Go Fund Me has been set up for the manager and he asked that those who can, please donate.

Ms. Blandon opened the floor to audience comments.

Mr. Lewis thanked the Board for recognizing and calling for help for the POA

49 Manager. He further advised that the Comcast initiative has been going well; he recognized  
50 the bulk implementation team. Mr. Lewis advised that the Comcast contract allows for  
51 courtesy services available for the River Club. Mr. Bracco recommended he reach out to  
52 Mr. Vignolini or Mr. Livermore.

53

54 Ms. Spokowski spoke regarding the new Director of Tennis and advised that he is  
55 doing a fabulous job.

56

57 Mr. Cassell advised that the City has received the money for the new park on Laurel  
58 Road; he further distributed a layout of the park. He spoke regarding the pickleball courts  
59 being planned in the community.

60

61 Mr. Thomaston spoke on behalf of the POA; he advised that the POA has decided  
62 to get as much information as possible regarding the plan for the project across the street.  
63 He advised that the POA has not received notice to vacate the Welcome Center and he  
64 hopes to continue to work with the CDD Board in providing office space at the River Club.  
65 Mr. Thomaston provided an update related to the POA manager. He advised that a lot of  
66 folks appreciated the Christmas decorations at the gate and recommended lighting the palm  
67 trees next year. Discussion ensued regarding POA office space. Mr. Bracco spoke  
68 regarding several of the points mentioned by Mr. Thomaston.

69

70 Ms. Pozarek spoke regarding the Neal situation; she advised that the community  
71 needs to think about how to protect the community. She advised that she believes the  
72 community needs to have an attorney to speak on behalf of the community as a whole. Ms.  
73 Pozarek advised that she appreciates Vesta and the support they provide.

74

75 Mr. Weitzman stated that he is disappointed that a contract for one of the children's  
76 coaches was not renewed and he would like to see that contract reinstated. Mr. Weitzman  
77 further spoke regarding the road rejuvenation products.

78

79 **FOURTH ORDER OF BUSINESS** **District Engineer Staff Report**

80

81 Mr. Schappacher distributed the most up to date roadway life span maps and spoke  
82 regarding the roadway rejuvenation. He advised that two bids were received: Pavement  
83 Technologies (\$170,350.00) and Total Asphalt (\$323,665.00). He advised that the Total  
84 Asphalt bid would be reduced to \$281,000 if the work is done by March 31<sup>st</sup>. Mr.  
85 Schappacher advised that the City of Venice is using the product proposed by Pavement  
86 Technologies. Mr. Schappacher advised that Jeff Markel and Brian Fennel of Total Asphalt  
87 are in attendance as well as Ken Holten of Pavement Technologies who is attending via  
88 speaker phone. He advised that the product submitted by Pavement Technologies is what  
89 was provided for in the bid specification for the project. Mr. Schappacher advised that either  
90 product should extend the life of the roads by five years per application. Mr. Markel and Mr.  
91 Brian Fennel of Total Asphalt provided a presentation to, and responded to questions from,  
92 the Board.

93

94 Mr. Booker advised that the Board needs to take the current suit into consideration  
95 prior to making a decision. Mr. Bracco advised that Counsel related to the suit is aware of



96 the rejuvenation project proposal. Mr. Schappacher advised that the District is fiscally  
97 responsible to do what needs to be done to salvage what is out there regarding the  
98 roadways; he advised the City is aware that the District could be moving forward with the  
99 project. Mr. Schappacher advised that a meeting is being held February 8<sup>th</sup> to review the  
100 roads prior to the application of any product. Mr. Cohen advised that now that there is  
101 pending litigation; the Board can hold a shade meeting. Mr. Cohen advised that should the  
102 board move forward with a proposal that exceeds the statutory limit; a formal RFP will be  
103 necessary. Mr. Smaha advised that he would like to have a shade meeting. Mr. Cohen  
104 reviewed the parameters surrounding a shade meeting. Mr. Bracco advised that Mr. Smaha  
105 can also reach out to Jerry Jasper and Mr. Schappacher to get information related to the  
106 suit.

107  
108 Mr. McCafferty recommended having Mr. Schappacher meet with the Finance and  
109 Reserve Advisory Committee to review the proposals to review possible reserve study  
110 implications.

111  
112 Mr. Ken Holten of Pavement Technologies provided a presentation to the Board  
113 related to the application and product contained within the Pavement Technologies  
114 rejuvenation proposal. Mr. Holten responded to questions from the Board.

115  
116 Board discussion ensued. Ms. Bandon advised that the reserve study has the  
117 roadway work in phases and is not exactly for rejuvenation; she advised that funds would  
118 need to be reallocated to account for rejuvenation. Ms. Bandon advised that the reserve  
119 study will need to be updated as well. Ms. Bandon advised that one of the vendors referred  
120 to cracks in the road; she inquired with Mr. Schappacher as to whether filling of the cracks  
121 is included in the bid tabulation. Mr. Schappacher advised that filling cracks is not included  
122 in the bid package nor the proposals.

123  
124 Mr. Booker asked that the resident who was a Civil Engineer be recognized; Mr.  
125 Bracco advised that he would prefer to not open to public comments as the Board is not  
126 making a decision today.

127  
128 Mr. McCafferty recommended that Mr. Schappacher speak with the Reserve and  
129 Finance Advisory Committee. Mr. Bracco advised that the next meeting of the Committee is  
130 February 17<sup>th</sup>. Discussion ensued. Mr. Schappacher advised that he is available on  
131 February 17<sup>th</sup>.

132  
133 This item was tabled to the next meeting.

134  
135 Mr. Bracco inquired as to the status of the ADA compliance related to the River Club.  
136 Mr. Schappacher advised that he has been researching this item and a bid was received in  
137 October 2018 from Universal Engineering, not to exceed \$2,610 and he has reached out to  
138 them again. Mr. Schappacher advised that the cost will be approximately \$2,500 to \$3,000  
139 to have the entire building reviewed. Mr. Bracco asked to have proposals received so that  
140 this item can move forward.

141  
142 Mr. Schappacher advised that the annual reviews of the property have been

143 conducted and part of that was a report on the wooden posts. He distributed photos of the  
144 wooden posts and advised that he has used a product at another property that he would like  
145 to try at Venetian; he advised that ANJ can do the work with the product. Mr. McCafferty  
146 asked if the Venetian maintenance person would be able to do the work. Mr. Livermore  
147 advised that he can; Mr. Schappacher advised that he will get with Mr. Livermore on the  
148 project.

149  
150 Mr. Schappacher advised that he has bid packages going out for work related to the  
151 annual reviews.

152  
153 Mr. Schappacher advised that Solitude is going to provide a proposal to treat the  
154 aqua range with a chemical to kill the snail larvae before it gets into the pumps; he advised  
155 that there will also be an effort to add fish to eat the snails as well as installing an injection  
156 system to assist in cleaning out the pipes. Mr. Livermore reviewed the picture of the pre filter  
157 which is before the main filters and that is why the pumps were being shut down in the early  
158 morning. He advised that the chemical treatments have started and soon the fish will be  
159 stocked. Mr. Livermore advised that he is working with the golf course on a solution as they  
160 are experiencing issues with snails as well. He advised that this will be an ongoing process  
161 and he will stay on top of it. Ms. Blandon advised that engaging Solitude to treat the main  
162 irrigation lake should be a big help. Mr. Bracco recommended reaching out to the golf course  
163 to inquire as to them sharing in the costs of the snail abatement as it will be good for their  
164 system too.

165  
166 The Board took a recess at 11:10 a.m. and was back on the record at 11:21 a.m.

167  
168 **FIFTH ORDER OF BUSINESS** **Discussion Regarding General**  
169 **Manager Termination**

170  
171 Mr. Bracco advised that in general, because this is a personnel matter, this is a  
172 discussion not to be held on public record; however, there are parts of the termination that  
173 are bothersome. He advised that Ms. Payton was dismissed over the phone, and he is  
174 disheartened. Mr. Bracco advised that reasons notwithstanding, the method was  
175 inappropriate. Board discussion ensued regarding Vesta policies. Mr. Bracco advised that  
176 he sees Vesta as being reactive rather than proactive. He reviewed concerns related to  
177 Vesta policies and staffing concerns. Mr. Kleinglass spoke in agreement with the way the  
178 dismissal was handled; he spoke in detail regarding his concerns. Mr. Booker spoke in detail  
179 regarding the hiring of Vesta and his concern related to their policies. Mr. Smaha spoke  
180 regarding a performance review having a time period for improvement. Mr. Cohen cautioned  
181 the Board with regard to comments made on the public record. Mr. Bracco advised that he  
182 spoke with Mr. Seurattan at length. Mr. Smaha advised that he has gone back and forth with  
183 Mr. Seurattan regarding policies and budgets. Mr. Kleinglass advised of his concerns  
184 regarding the psychological health of the remaining employees; he further spoke regarding  
185 his concerns related to the financial aspects of the River Club. Discussion ensued regarding  
186 contract terms and personnel concerns.

187  
188 Mr. Seurattan advised that he can speak in general terms although he cannot speak  
189 about the employee termination. He advised that he is committed to Venetian and turning

190 around the culture; he advised that he is focused on being encouraged, supportive, and  
191 looking forward. Mr. Seurattan advised that Vesta is committed to Venetian. Mr. Booker  
192 advised that there is concern regarding Vesta's financial viability and how that reflects on  
193 Venetian's financial reputation. Discussion ensued regarding various financial concerns. Mr.  
194 Seurattan advised that he has noted the comments and he assured the Board that every  
195 concern will be addressed. Mr. Booker advised that a motion needs to be made outlining  
196 the concerns to be addressed in a specific time frame. Mr. Cohen read the previous letter  
197 sent to Mr. Deary. Mr. Kleinglass spoke regarding the continued concerns related to financial  
198 reporting. Mr. Smaha spoke regarding the financial concerns and recommended sending  
199 an additional letter to Vesta. Mr. Kleinglass recommended that a letter be sent to Vesta.  
200 Discussion ensued.

201

On a Motion by Mr. Smaha, seconded by Mr. McCafferty, with all in favor, the Board Directed Counsel to Send a Letter to Vesta Outlining the Pros and Cons of their Performance and Requesting a Response from Vesta, with Input from the Supervisors, with Supervisor Booker being the Point Person, for the Venetian Community Development District.

202

**SIXTH ORDER OF BUSINESS**

**Discussion Regarding Vesta Policies**

203

204 This item was discussed in conjunction with the Fifth Order of Business.

205

**SEVENTH ORDER OF BUSINESS**

**Review of December 2021 Field Inspection Report**

206

207 Ms. Blandon advised that she has reviewed the report and has been in communication  
208 with LMP. She advised that there have been proposals submitted that she will be reviewing.

209

**EIGHTH ORDER OF BUSINESS**

**Discussion Regarding Proposed Shopping Center on Laurel Road**

210

211 Mr. Bracco advised that this item was covered earlier in the meeting, and he believes  
212 that the POA should take point on this issue. Mr. Cohen advised that the Board can write a  
213 letter should they choose to do so although the CDD is constrained by applicable law. Mr.  
214 Smaha advised that the Strategic Direction Committee mission statement has an item  
215 related to maintaining property values; he further advised that the Board will need to be  
216 aware of the traffic changes out front and how that may affect the use of the Citadella exit  
217 and possible demand for entering the community via Citadella. Discussion ensued.

218

**NINTH ORDER OF BUSINESS**

**Appointment of Advisory Committee Members**

219

220 Ms. Blandon advised that intents were sent to the Supervisors prior to the meeting.

221

222 Mr. Bracco recommended appointment of Mr. Fred Baughman replacing Mr. Ken  
223 Smaha on the Reserve and Finance Advisory Committee.

224

225 Mr. Bracco recommended appointment of Linda Cautero, Pat Jones, Kathy

226

227

228

229

230

231

232

233 Thomaston, and Diane Bazlamit to the Social and Dining Advisory Committee.  
234

235 Mr. McCafferty recommended appointment Debbie Gericke and Lynn Matson to the  
236 Landscaping Advisory Committee.  
237

238 Mr. Kleinglass recommended appointment of Mark Kissinger, Bob Ruffatto, Tim Carr,  
239 and Lynn Scisco to the Facilities Advisory Committee, leaving one vacancy on the  
240 Committee.  
241

242 Mr. Booker recommended keeping all current members of the Pool & Fitness  
243 Advisory Committee, which will leave the one vacancy although he is actively seeking a final  
244 member.  
245

246 Mr. Booker advised that he would prefer to keep the current Racquet Sports Advisory  
247 Committee in place until the pickleball reaches finality.  
248

On a Motion by Mr. McCafferty, seconded by Mr. Smaha, with all in favor, the Board Appointed the Stated Members to the Advisory Committees, for the Venetian Community Development District.

249  
250 **TENTH ORDER OF BUSINESS** **Consideration of “Welcome Home”**  
251 **Sign at Entrance**  
252

253 Mr. Booker spoke regarding the feel-good effect of a “Welcome Home Sign” at the  
254 entrance. Mr. Bracco recommended adding “Welcome Home” to the gate operators or gate  
255 arms. Mr. Livermore will review.  
256

257 **ELEVENTH ORDER OF BUSINESS** **Review and Consideration of**  
258 **Proposals Received in Response to the**  
259 **RFP for Security and Patrol Services**  
260

261 Ms. Bandon advised that Victory Security notified the District they can no longer  
262 service the Venice area and provided notice to the District with a notice of cancellation of  
263 their contract, with their last day being January 31<sup>st</sup>. She advised that she did put the service  
264 out for RFP and further recommended discussing options. Ms. Bandon advised that  
265 proposals were received from Allied Universal, RAMCO Protective, Steal Consultants,  
266 TRVST Security, and Weiser Security. She advised that a sixth proposal was received past  
267 the deadline, and it did not comply with the RFP requirements and so that proposal was not  
268 provided to the Board. Ms. Bandon advised that she provided a breakdown of the proposals  
269 to the Board and a budget amendment will need to be completed as all of the proposals  
270 exceed the budgeted amount.  
271

272 Mr. Mick Toscano of RAMCO provided a brief presentation to the Board and  
273 responded to questions from the Board.  
274

275 Ms. Bandon advised that Victory Security has advised that some of the employees  
276 have expressed interest in staying in Venetian by being hired by the new security company.

277 She further advised that a discussion will need to be held regarding the patrols and the  
278 duties as a lot of them are not a CDD function. Ms. Blandon advised that implementing  
279 automated guards for the overnight shift is also an option. Discussion ensued regarding  
280 automated guards. Ms. Blandon advised that the current contract value is \$315,000.00. The  
281 Board reviewed the options provided.  
282

On a Motion by Mr. Bracco, seconded by Mr. McCafferty, with all in favor, the Board Authorized the Negotiating a Contract with Allied Universal, and Authorized the Chairman to Execute the Contract, Subject to Staff Approval, for the Venetian Community Development District.

283  
284 **TWELFTH ORDER OF BUSINESS** **Final Report Related to Veneto and**  
285 **Roundabout**  
286

287 Mr. McCafferty handed out and reviewed the final report related to Veneto Boulevard  
288 and the Roundabout. Mr. McCafferty responded to questions from the Board.  
289

290 **THIRTEENTH ORDER OF BUSINESS** **Consideration of Landscaping**  
291 **Advisory Committee Recommendation**  
292

293 Mr. McCafferty advised that at the last Landscaping Advisory Committee meeting, the  
294 Committee made the following recommendation: that the Board approve LMP for a design  
295 for the River Club parking lot, entrance island and parkways as well as a design for the  
296 community cul-de-sacs. He advised that the Committee further recommended not utilizing  
297 an architect for these projects and asked that the Board allow these projects begin this year.  
298 Mr. Bracco advised that Mr. Lewis has asked that the CDD work with the ACC to come up  
299 with landscape ideas. The Board recommended that the Committee come up with proposals  
300 for the Board to review. Mr. McCafferty advised that the cul-de-sacs may have to be phased.  
301 Ms. Blandon asked if the irrigation will be reviewed for the battery-operated controllers. Mr.  
302 McCafferty advised that the irrigation controllers should be on LMP's radar.  
303

304 The Board took a brief recess at 1:21 p.m. and was back on the record at 1:25 p.m.  
305

306 **FOURTEENTH ORDER OF BUSINESS** **Update Regarding Tiki Bar**  
307

308 Mr. Kleinglass advised that since the last meeting a team has met with the architect  
309 and the construction companies as well as Fishman & Associates and now have written  
310 proposals from the construction companies; one is now \$214,900.00 and the other is at  
311 \$173,000.00 due to rising costs within the industry. Mr. Kleinglass advised that the shutters  
312 are a pricy item, and he would like feedback related to eliminating the shutter system and  
313 instead using a locking cabinet system. He advised that the shutter is not only pricy but also  
314 becomes a maintenance issue. Mr. Kleinglass advised that the Fishman proposal for  
315 equipment is at \$57,000.00 which can be reduced by eliminating a pricy refrigerator and a  
316 pricy ice cream scooping station. He advised that the amount authorized was \$250,000.00  
317 and prices are still below that amount; he advised that there is a five-month lead time on the  
318 equipment. Mr. Kleinglass advised that Mr. David Humphrey is reviewing the two bid  
319 packages received; he advised that there may be items in the plan that can be revised to  
320 save money. Mr. Ruffatto provided input related to the shutter system. Discussion ensued

321 regarding the locking mechanism for the liquor cabinets. Mr. Kleinglass advised that  
322 discussion is taking place as to who will run the construction project as they are hoping that  
323 Mr. Livermore can do that. Ms. Bandon advised that the Vesta contract calls for  
324 management of the River Club and its facilities, including any improvements. She advised  
325 that Rizzetta is not contracted to manage the River Club facilities and so a meeting is going  
326 to be held to review the expectations. Discussion ensued regarding management of the  
327 project. Mr. Bracco inquired as to a timeline. Mr. Kleinglass advised that the project could  
328 revolve around the timeline for the equipment. Mr. Kleinglass asked if there was any  
329 objection to removing the shutters. The Board advised there are no objections.

330

331 **FIFTEENTH ORDER OF BUSINESS**

**Consideration of RFP for Reserve  
Study**

332

333

334 Mr. Bracco advised that the RFP was prepared by the Reserve Advisory Committee  
335 with the assistance of Mr. Jackson of Mr. Cohen's office. He advised that the Committee  
336 would like to have a reserve study prior to budget season. Ms. Bandon advised that the  
337 RFP has run so that packages can be available tomorrow after approval by the Board.  
338 Discussion ensued.

339

On a Motion by Mr. Bracco, seconded by Mr. Smaha, with all in favor, the Board Authorized Proceeding with the Reserve Study RFP, Subject to Eliminating Item 4.B of the Scope and Mr. Cohen Revising Item 4.A, for the Venetian Community Development District.

340

341 **SIXTEENTH ORDER OF BUSINESS**

**Consideration of the Minutes of the  
Board of Supervisors' Meeting held on  
December 13, 2021**

342

343

344

345 Ms. Bandon presented the minutes of the Board of Supervisors' meeting held on  
346 December 13, 2021 and asked if there were any questions, comments, or changes to the  
347 minutes as presented. There were none.

348

On a Motion by Mr. Booker, seconded by Mr. McCafferty, with all in favor, the Board Approved the Minutes of the Board of Supervisors' Meeting held on December 13, 2021, for the Venetian Community Development District.

349

350 **SEVENTEENTH ORDER OF BUSINESS**

**Consideration of the Operations and  
Maintenance Expenditures for the  
Month of December 2021**

351

352

353

354 Ms. Bandon presented the operations and maintenance expenditures for the period  
355 of December 1-31, 2021 advising that the expenditures totaled \$193,613.50. She asked if  
356 there were any questions. Ms. Bandon responded to questions from the Board.

357

On a Motion by Mr. Booker, seconded by Mr. McCafferty, with all in favor, the Board Approved the Operations and Maintenance Expenditures for the Month of December 2021 (\$193,613.50), for the Venetian Community Development District.

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359  
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369

**EIGHTEENTH ORDER OF BUSINESS**                      **Consent Items**

Ms. Bandon advised that the consent items consist of the Facilities Advisory Committee Meeting Minutes of November 1, 2021 and December 6, 2021, the Landscaping Advisory Committee Meeting Minutes of November 18, 2021, the Racquet Sports Advisory Committee Meeting Minutes of November 8, 2021, the Social and Dining Advisory Committee Meeting Minutes of November 10, 2021, and the Strategic Direction Advisory Committee Meeting Minutes of December 7, 2021 and December 21, 2021. She asked if there were any questions. Discussion ensued regarding whether the Board reviewed the minutes of the Strategic Direction minutes.

On a Motion by Mr. McCafferty, seconded by Mr. Smaha, with all in favor, the Board Accepted the Consent Items, for the Venetian Community Development District.

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**NINETEENTH ORDER OF BUSINESS**                      **Staff Reports**

A. District Counsel

Mr. Cohen advised that he was asked about the independent contractor agreements that the River Club has; Vesta does have independent contractors such as the fitness instructor and it does require that the instructor maintain insurance listing the District as an additional insured.

Mr. Cohen advised that with regards to the email from Todd Myer; Mr. Cohen advised that he stands by his previous statements that the email addresses are public record subject to exemptions. Mr. Cohen advised that the District can remove Mr. Myer's email from the database although the old database cannot be destroyed. Mr. Booker recommended that Mr. Cohen send him an email detailing his options.

B. River Club

Mr. Vignolini spoke regarding the HVAC maintenance agreement. Mr. Bracco advised that the Board previously discussed having a maintenance agreement. Discussion ensued. Mr. Vignolini advised that the agreement does not include parts or labor, nor does it include air filter replacement.

On a Motion by Mr. Bracco, seconded by Mr. Smaha, with all in favor, the Board Approved the Air 360 HVAC Maintenance Agreement, at a Cost of \$5,040 Annually, for the Venetian Community Development District.

392  
393

Mr. Kleinglass inquired as to the Chef's last day. Mr. Vignolini advised that his

394 last day is February 10<sup>th</sup>. Mr. Kleinglass inquired as to a replacement. Mr.  
395 Seurattan advised that a new chef is going through the onboarding process;  
396 he further advised that a sous chef has also been hired and there will be a  
397 seamless transition.  
398

399 C. Field Manager

400 Mr. Livermore reported that additional “no trespassing” signs will be added  
401 to the area by the park, and he is hopeful that the plantings and signs will  
402 deter people from entering.  
403

404 Mr. Livermore advised that the new gate arms are in process, and he will  
405 look into the “Welcome Home” signs. Mr. McCafferty inquired as to the  
406 repair of the pavers. Mr. Livermore advised that the vendor will make the  
407 necessary repairs when the loop placement is complete. Mr. Livermore  
408 advised that he is receiving proposals for a new computer entry system.  
409

410 D. District Manager

411 Ms. Bandon advised that the next regular meeting of the Board of  
412 Supervisors’ is scheduled for Monday, February 14, 2022 at 9:30 a.m.  
413

414 Ms. Bandon provided an overview of the District Manager’s report contained  
415 within the agenda package. She advised that the expert witness site visit will  
416 be conducted on February 8<sup>th</sup>. She advised that a witness list has been  
417 received from Mr. Hanson and she will be working on that with Mr. Bracco.  
418 Ms. Bandon asked the Board if they would like to have a shade meeting with  
419 Mr. Hanson. Mr. Bracco recommended that Mr. Smaha reach out to Mr.  
420 Schappacher and Mr. Jasper for the information related to the suit and then  
421 he can reach out to Mr. Hanson with any additional questions.  
422

423 Ms. Bandon advised that the quarterly website audit was also provided to the  
424 Board.  
425

426 Ms. Bandon advised that she received a request from a homeowner to hold  
427 Zoom meetings. Discussion ensued.  
428

429 **TWENTIETH ORDER OF BUSINESS**

**Supervisor Requests and Comments**

430  
431 Ms. Bandon opened the floor to Supervisor requests and comments.  
432

433 Mr. Bracco advised that the POA has requested that the CDD have a representative  
434 to attend its February 2<sup>nd</sup> meeting at 1:00 p.m. Mr. Kleinglass advised that he will attend. Mr.  
435 Bracco distributed and reviewed the most recent Fidelity investment statement.  
436

437 Mr. Booker recommended that the Board consider workshop meetings using the  
438 workshop rules, in which the Board can communicate prior to meetings, to improve the  
439 process. Mr. Cohen reviewed the workshop rules as it relates to the Sunshine laws. Mr.  
440 Bracco recommended holding this discussion at the February 14<sup>th</sup> meeting.



441  
442 Mr. Booker recommended exploring collaborating with the City to obtain goods at a  
443 better cost. Mr. Cohen advised that there are requirements that must be followed and  
444 advised that there are limited opportunities to piggyback. Discussion ensued. Mr. Bracco  
445 recommended that Mr. Booker reach out to Mr. Schappacher and ask that he be prepared  
446 to discuss this at the next meeting.

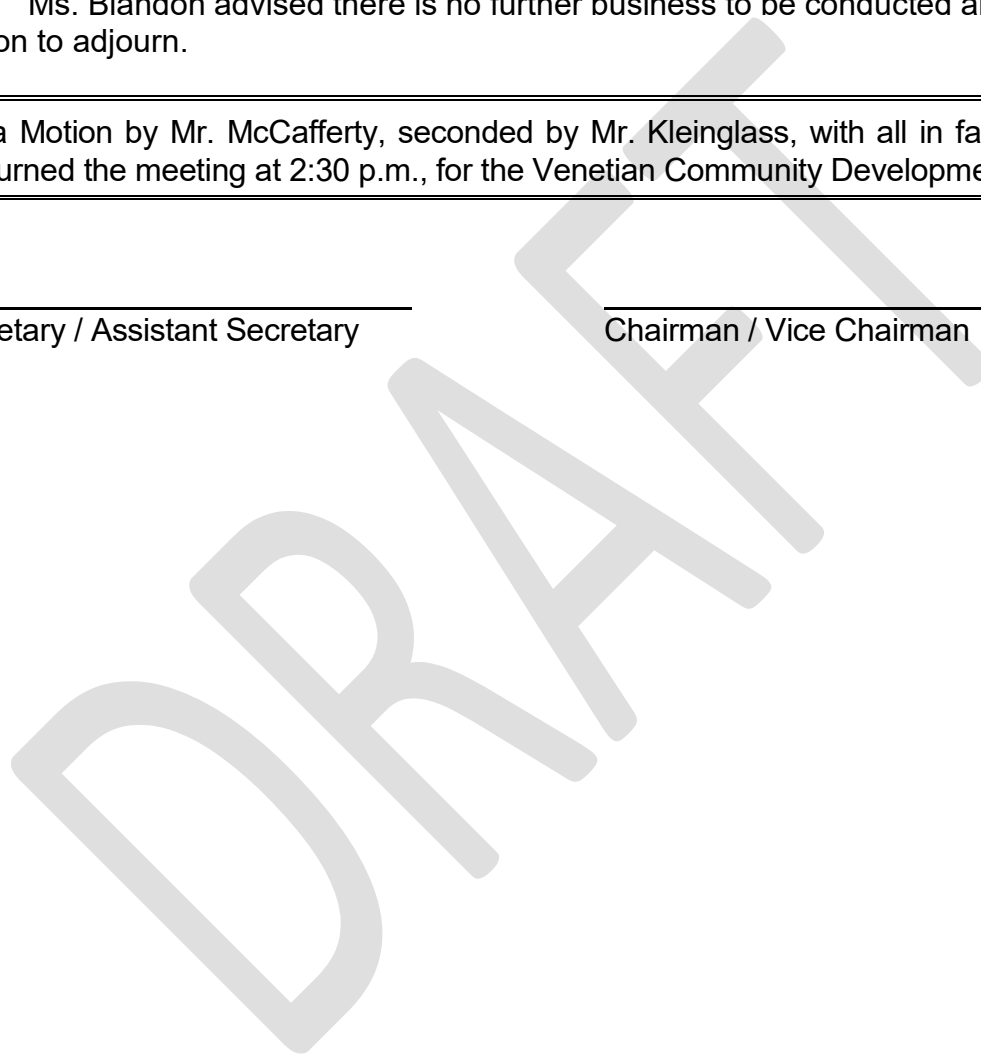
447  
448 **TWENTY-FIRST ORDER OF BUSINESS                      Adjournment**

449  
450 Ms. Blandon advised there is no further business to be conducted and asked for a  
451 motion to adjourn.

452

On a Motion by Mr. McCafferty, seconded by Mr. Kleinglass, with all in favor, the Board adjourned the meeting at 2:30 p.m., for the Venetian Community Development District.

453  
454  
455 \_\_\_\_\_  
456 Secretary / Assistant Secretary                      Chairman / Vice Chairman



# Tab 5

# VENETIAN COMMUNITY DEVELOPMENT DISTRICT

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DISTRICT OFFICE · FT. MYERS, FLORIDA 33912 - (831) 933-5571  
MAILING ADDRESS · 3434 COLWELL AVENUE · SUITE 200 · TAMPA, FLORIDA 33614  
[venetiancdd.org](http://venetiancdd.org)

## Operation and Maintenance Expenditures January 2022 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from January 1, 2022 through January 31, 2022. This does not include expenditures previously approved by the Board.

The total items being presented:       **\$149,604.13**

Approval of Expenditures:

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\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

## Venetian Community Development District

### Paid Operation & Maintenance Expenditures

January 1, 2022 Through January 31, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
AMF Mark Mobile Welding, LLC	004417	2339	Weld Mail Box- 118 Treviso 01/22	\$ 100.00
AMF Mark Mobile Welding, LLC	004432	2340	Weld Mail Box- 169 Pacazo & 101 Verenda 01/22	\$ 100.00
AMF Mark Mobile Welding, LLC	004432	2342	Weld Mail Box- 185 Monteluna 01/22	\$ 100.00
Blalock Walters, P.A.	004418	43694-000-6	Audit Response Letter 11/21	\$ 434.50
City of Venice	004416	44300-59516 11/21	Guardhouse Water-101 Veneto BV 11/21	\$ 70.77
City of Venice	004441	44300-59516 12/21	Guardhouse Water-101 Veneto BV 12/21	\$ 142.73
City of Venice	004441	76604-72272 12/21	111 Asti CT 12/21	\$ 5.71
Clean Sweep Parking Lot Maintenance Inc	004411	46812	Street Sweeping 12/21	\$ 395.00
Comcast Communications	004419	8535-10-050-0435487 01/22	Guard House Internet Service - 102 Citadella Drive 01/22	\$ 111.85
Comcast Communications	004442	8535100500439604 01/22	Guardhouse Phone & Internet 01/22	\$ 323.74
Ernest R Booker	004406	EB121321	Board of Supervisors Meeting 12/13/21	\$ 100.00
Florida Mulch, Inc.	004420	111896	Mulch Installation 01/22	\$ 25,987.44

## Venetian Community Development District

### Paid Operation & Maintenance Expenditures

January 1, 2022 Through January 31, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Florida Mulch, Inc.	004433	111929	Mulch Installation 01/22	\$ 18,381.36
Florida Power & Light	004421	Electric Summary 12/21	Electric Summary 12/21	\$ 2,888.41
Frontier Florida LLC	ACH013121-1	94148585001205135 12/21	Field Manager Phone 12/21	\$ 298.54
Innersync Studio, Ltd.	004422	20034	Website Hosting Support And Training Qtrly 01/22	\$ 384.38
International Security Networks, Inc.	004434	29635	Onsite Technician to Repair Traffic Hawk 11/21	\$ 120.00
Kenneth J. Smaha	004409	KS121321	Board of Supervisors Meeting 12/13/21	\$ 100.00
Landscape Maintenance Professionals, Inc.	004423	164930	Irrigation Repair 12/21	\$ 235.00
Landscape Maintenance Professionals, Inc.	004443	165075	Monthly Ground Maintenance & Irrigation 01/22	\$ 27,737.08
Landscape Maintenance Professionals, Inc.	004423	165168	Irrigation Repair 12/21	\$ 214.00
Landscape Maintenance Professionals, Inc.	004423	165174	Irrigation Repair 12/21	\$ 129.00
Landscape Maintenance Professionals, Inc.	004423	165175	Irrigation Repair 12/21	\$ 53.00
Landscape Maintenance Professionals, Inc.	004443	165207	Fertilizer-Palm 12/21	\$ 1,040.00

## Venetian Community Development District

### Paid Operation & Maintenance Expenditures

January 1, 2022 Through January 31, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Landscape Maintenance Professionals, Inc.	004443	165208	Pest Control 12/21	\$ 750.00
Landscape Maintenance Professionals, Inc.	004443	165271	Irrigation Repair 01/22	\$ 155.00
Landscape Maintenance Professionals, Inc.	004443	165272	Irrigation Repair 01/22	\$ 329.00
Landscape Maintenance Professionals, Inc.	004443	165273	Irrigation Repair 01/22	\$ 155.00
Landscape Maintenance Professionals, Inc.	004443	165274	Irrigation Repair 01/22	\$ 350.00
Landscape Maintenance Professionals, Inc.	004443	165275	Irrigation Repair 01/22	\$ 294.00
Landscape Maintenance Professionals, Inc.	004443	165287	Install Mamy & Gold Dust 01/22	\$ 335.50
Landscape Maintenance Professionals, Inc.	004443	165288	Gold Mound - Duranta 01/22	\$ 165.00
Landscape Maintenance Professionals, Inc.	004443	165289	Replace Awabuki 01/22	\$ 673.75
Landscape Maintenance Professionals, Inc.	004443	165315	Confederate Jasmine 01/22	\$ 2,640.00
Landscape Maintenance Professionals, Inc.	004443	165316	Stump Grinder 01/22	\$ 440.00
Lykins Signtek Inc	004426	200154	Mailboxes 12/21	\$ 1,375.00

## Venetian Community Development District

### Paid Operation & Maintenance Expenditures

January 1, 2022 Through January 31, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Lykins Signtek Inc	004426	200155	Mailboxes 12/21	\$ 1,375.00
Persson, Cohen & Mooney, P.A.	004435	1603	Legal Services 12/21	\$ 3,537.75
Richard Bracco	004407	RB121321	Board of Supervisors Meeting 12/13/21	\$ 100.00
Richard P. McCafferty	004408	RM121321	Board of Supervisors Meeting 12/13/21	\$ 100.00
Rizzetta & Company, Inc.	004412	INV0000064542	District Management Fees 01/22	\$ 6,204.65
Rizzetta & Company, Inc.	004436	INV0000064741	General Management & Oversight 01/22	\$ 7,358.40
Rizzetta Amenity Services, Inc.	004413	INV0000000009411	Personnel 12/23/21	\$ 6,333.77
Schappacher Engineering LLC	004437	2073	Engineering Services 12/22	\$ 3,447.50
Solitude Lake Management, LLC	004444	PI-A00738500	Lake & Pond Management Services 01/22	\$ 3,882.98
Southworth Solutions, LLC	004414	122021	Electrical Repairs for Front Gate Access 12/21	\$ 475.00
Staples Advantage	004445	3497647667	Office Supplies 01/22	\$ 49.98
Staples Advantage	004445	3497647668	Office Supplies 01/22	\$ 202.91

## Venetian Community Development District

### Paid Operation & Maintenance Expenditures

January 1, 2022 Through January 31, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Steven P. Kleinglass	004410	SK121321	Board of Supervisors Meeting 12/13/21	\$ 100.00
The Gainesville Sun	004425	0004283658	Account #526049 Legal Advertising 12/21	\$ 484.70
The Law Offices of Lobeck & Hanson, P.A.	004424	121040	Legal Services 12/21	\$ 1,008.00
Trimmers Holiday Decor	004431	854	Balance - Holiday Decorations 11/21	\$ 2,200.00
Venetian CDD	CD202	CD202	Debit Card Replenishment	\$ 134.97
Venetian CDD	CD203	CD203	Debit Card Replenishment	\$ 354.85
Venetian CDD	CD204	CD204	Debit Card Replenishment	\$ 247.00
Venetian Golf & River Club	004427	44531	Effluent Water Use 12/21	\$ 683.43
Victory Security Agency II, LLC	004415	12004	Security Services 12/19/21-12/25/21	\$ 6,343.24
Victory Security Agency II, LLC	004428	12028	Security Services 12/26/21-01/01/22	\$ 6,465.24
Victory Security Agency II, LLC	004438	12057	Security Services 01/02/22-01/08/22	\$ 5,611.00
Victory Security Agency II, LLC	004446	12092	Security Services 01/09/22-01/15/22	\$ 5,489.00



## Venetian Community Development District

### Paid Operation & Maintenance Expenditures

January 1, 2022 Through January 31, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Water Boy Inc	004429	00297471	Quarterly Cooler Rental 01/22-03/22	\$ 15.00
Water Equipment Technologies of Southwest Florida LLC	004430	19100	Weekly Entrance Fountain Maintenance 12/21	\$ 200.00
Water Equipment Technologies of Southwest Florida LLC	004447	19179	Qtrly Floating Fountain Maintenance 01/22	<u>\$ 85.00</u>
<b>Report Total</b>				<b><u>\$ 149,604.13</u></b>

# Tab 6

Venetian Community Development District  
502 Veneto Boulevard  
North Venice, Florida 34275  
Facilities Advisory Committee  
Minutes January 3, 2022

Attending Members:	VCDD Liaison
Jill Pozarek, Chairman	Steve Kleinglass
Nancy Germani, Secretary	
Bob Ruffatto	
Mark Kissinger	Management Present
Lewis Perry	Denise Payton, River Club Manager

- 1) Call to Order: Meeting was called to order at 2:02
- 2) Establish Quorum: Jill Pozarek declared quorum was present.
- 3) Public Comments: no comments
- 4) Committee Organizational Discussion
  - A. Open Chair Positions: 1/2022 - 1/2024 (term ends) N. Germani  
1/2021 - 1/2023 (vacated) K. Smaha  
1/2021 - 1/2023 (deceased) B. Wepfer
  - B. Officers: Decided that officers would remain the same until Feb. meeting
  - C. Meetings dates : Will remain on first Monday of the month at 2:00 pm (except Monday July 4/ meeting Tuesday, July 5 at 2:00; Monday, September 5/ meeting Tuesday, September 6 at 2 pm)
- 5) Additions / deletions to agenda: River Club Lounge Renovation (deleted)
- 6) Approval of December meeting minutes: Motion carried to accept minutes as amended.
- 7) Old Business
  - A. Liaison Report: Steve Kleinglass
    1. Review Plans including equipment bid: 2 Vendors have submitted price quotes for equipment; Denise is checking that both equipment & labor included in quotes.
    2. Tiki finishes plan: Steve K, Bob R, Denise P will meet with both Krauth Construction, Inc & CSA Construction (both of Venice). Goal to have the Pavilion Project under contract by 1/26/22 CDD Board Meeting.

3. Discuss Construction: Facilities Committee discussion concerning need for a Project Manager (maybe Keith?)

4. POA Office Space at River Club: Board has left move issue in hands of POA to let Supervisors know when. Issue tabled until needed.

B. Air conditioning issues: It has been approximately 6 weeks with no issues. Next Steps - recommend mechanical (AC) consultant to evaluate the system

C. Tennis fencing: Paul Varner will oversee finishing touches

D. Pool Gate: Getting prices but most likely will happen after renovation of Tiki

E. Court 6 drainage: no update

F. Outdoor showers replacement: installed; heated

G. Dining Room Chandeliers Update: completely opened up and strengthened all chandeliers in main dining hall.

#### 8) New Business

A. Lighting on Tennis courts: Paul Varner handling this; brought Synergy into situation.

B. Lounge Renovation: Denise getting a quote from Fishman & Assoc.

#### 9) Next Meeting & Adjournment

Next meeting to held on Monday, 2/7/22 @ 2:00

Meeting adjourned at 3:30 pm

Minutes submitted by Nancy Germani, Secretary (FINAL submitted by Jill Pozarek)

Venetian Community Development District  
502 Veneto Boulevard  
North Venice, FL 34272  
Fitness/Pool Advisory Committee (FPAC)  
Meeting Minutes-January 19, 2022

**Attending Members:** Frank Butry, Richard Derby, Livvy Faford, Nancy Spokowski, Paul Varner and Chris Vignolini. CDD liaison Ernest Booker was also in attendance.

**Call to order:** Nancy Spokowski called the meeting to order at 10:04 AM. Quorum was established.

Prior minutes approved subject to final proofing by Livvy Faford.

**Discussion Items:**

**Old Business:**

- A. Paul V has been researching ceiling fans for the fitness center. He has discussed options with an electrician and has received pricing for three 60" black fans and a 32" down rod with no lights. The total cost including remotes is \$2465. Committee recommends proceeding. Paul will seek approval for purchase from the Club Manager, Chris.
- B. New showers at the pool are fully functional. There can be confusion on operating them. Paul V to get a small sign for each shower with instructions.
- C. Carl from GymTech is working on the treadmill repairs. Getting parts has been an issue. One Elliptical is making a clicking noise. Paul V will pursue a maintenance program with Carl.
- D. Discussion with Paul V regarding cleaning floors in the fitness center every six months. Paul will investigate who did the work previously as they did a good job and were priced reasonably.
- E. Updated pool signs required by the state of FL by January 1, 2022 are still not completed. Project was started by previous GM in early October 2021. Committee was told by previous GM that they were on order. Committee asked for them to be mounted in pool area before the Christmas holiday and they were not. In an email dated 1/4/22 it was indicated the signs still have not been ordered. Paul V will pick up this project and, once he has a proofed the copy, he will forward it to Nancy S for her review and proofing.
- F. Pool Attendant (PA) is to check the spa temperature daily as we believe to be a requirement of the State. It is our understanding from previous management that the spa temperature is not to exceed 104 degrees. PA was instructed to dump ice cubes in the spa to cool it off when the temperature exceeds 104 degrees. Committee suggested that the PA's should be certified in testing water chemistry. Also suggested was to start a log book to be kept in pool area at PA station so we have a daily record of pool temperature, spa temperature and pool chemistry. Paul V to check frequency of temperature and pool chemistry requirements for the State and implement a plan to comply.

## New Business:

### A. Discussion on fitness staff reporting:

Paul V reports directly to Rudy Seurattan at this time.

The following staff report to Paul V:

- Jake, assistant tennis pro
- Dave and Jeff, Pool Attendants
- Yumi and Catherine, Office assistants
- Josh, ½ tennis and ½ maintenance
- Contracted fitness instructors

B. Pool Attendant (PA) responsibilities were discussed. The committee was concerned regarding competitive salaries and scope of work for PA position. Jeff, who we all agreed was an exemplary employee resigned due to his low salary (\$13.50) and the increase in job responsibilities which were added on by the GM after his hire. Jeff is going to Sarasota National for an additional \$5.50 an hour and will not be responsible for trimming shrubs and maintaining tennis courts as he was at the RC. The original Pool Attendant job description written by GM was given to Paul V. All in agreement that it lacked substance and what job responsibilities were actually required. A draft of a suggested updated job description including job responsibilities that was written by the committee in January 2021 but was rejected by the GM was given to Paul for his review.

C. Pool tiles are starting to get scum on them again. Paul will meet with the pool maintenance contractor to understand what pool maintenance is included in our contract and how to be proactive about combating weekly scum on the tiles.

D. Committee feels that some of the staff salaries need to be increased. Frank B suggested that a comparative salary study be done with other clubs in our area. Ernest will talk to Vesta regarding whether they have done a competitive salary analysis, or if not, if they can do one. Ernest requested that Chris V join a network of club managers so that he is more aware of practices of other clubs. Previous GM was a member of such network.

E. Concern from residents that there are non-residents using the pool. These are not household guests.

F. Nancy made a motion to recommend Manager on Duty signage of the RC be posted **daily** and changed accordingly. One should be in the RC front entry hall (reception desk?) and one at the tiki bar. Richard D seconded the motion and all were in favor. This will enable residents to notify management with any issues. Many clubs in our area have this type of signage posted. Ernest will talk to Rudy about this.

G. Two new fitness classes were added to the schedule. Paula is teaching Body Sculpt on Friday and Amy is teaching TRX. Amy wanted to do this class outside and attach equipment to the trees. The committee is adamantly against doing this. The TRX equipment is in the building to be used for class. Therefore, it is likely this proposed new class will not be offered, as Amy's desire is to teach outdoors.

- H. Concern that some classes do not have enough participation to be paying an instructor to teach. The last several weeks Beginners Balance only had two attendees and Sneaky Sneakers had zero attendees. These two classes should be eliminated from the schedule.
- I. Paul said residents have not been signing up and just showing up for fitness classes. Registration is recommended for all classes. We need to know what classes are beneficial and what we are paying for.
- J. Committee questioned why Zoom classes are still offered. We would like to see who and how many residents are signing into these classes for proper analysis.
- K. Older equipment is still in the Aerobics room. Need to decide if we should keep it there or dispose of.

**Liaison Report:**

Vesta will be hiring a new GM. They are currently conducting a search.

**Next Meeting and Adjournment:**

Next meeting to be held February 16, 2022

Meeting adjourned at 11:50 AM

Minutes submitted by Livvy Faford

Venetian Community Development District  
502 Veneto Boulevard  
North Venice, Florida 34275  
Strategic Planning Committee  
January 25, 2022

**Members Attended**

Joe Browne  
Jerry Lewis  
Joe Polzak  
Jill Pozarek  
Ed Weiland

**Members Absent**

Rich Cautero  
Julie Schaid

**VCDD Liaison** Ken Smaha (attended)

**Homeowners**

Mark Kissinger (no comments)

**1) Call to Order**

Meeting was called to order at 9:00 AM.

**2) Establish Quorum**

Quorum with five members present.

**3) Approve prior minutes**

5-0 in favor to approve.

**4) Homeowner comments**

None.



## **5) New Business**

### **A. Means for resident input/comments on plan draft**

Committee discussed sequencing of Board review and resident comments. Agreement that the strategic plan draft must be reviewed with Board and plan presented for resident engagement prior to obtaining resident input. This sequence minimizes potential miscommunication of plan content to residents in order to demonstrate goodwill and solicit new ideas from residents, the Committee believes it is possible to do focus groups if these are carefully managed; nominated Julie Schaid to handle this effort.

### **B. Goal/Initiatives Discussion – River Club**

- i. Determined that “Gate House” must be included with Privacy/Security bucket
- ii. Discussed River Club Facilities initiatives – incorporated into running draft
- iii. Discussed River Club Programs and Offerings – incorporated into running draft. Substantial discussion on dining goals/initiatives and subsidy

### **C. Goal/Initiatives for Financial Stewardship and Communications/Resident Engagement**

- i. Brief discussion of members’ input. Handwritten drafts provided to J. Pozarek for assimilation into latest running draft. This version will work off running draft provided to committee prior to meeting. Members will work on latest running draft and provide comments to K. Smaha.

## **6) Schedule for Board review of plan**

Members discussed timing of draft to Board. On schedule for end of February.

**Adjournment:** 11:15AM