



Rizzetta & Company

# **Venetian Community Development District**

---

## **Board of Supervisors' Meeting April 11, 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	Chairman
	Steve Kleinglass	Vice Chairman
	Rick McCafferty	Assistant Secretary
	Ernest Booker	Assistant Secretary
	Ken Smaha	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](http://www.venetiancdd.org)

---

April 4, 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, April 11, 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. ATTORNEY/CLIENT SHADE (CLOSED) SESSION**
- 4. MANAGEMENT STATE OF AFFAIRS UPDATE BY VESTA**
- 5. PUBLIC COMMENT**
- 6. STAFF REPORTS**
  - A. District Engineer (Under Separate Cover)
  - B. District Counsel
  - C. River Club
  - D. Field Manager..... Tab 1
  - E. District Manager
- 7. BUSINESS ITEMS**
  - A. Consideration of Appointment of Racquet Sports Advisory Committee Member
  - B. Consideration and discussion of Proposed Landscape Pool Deck Modifications Associated with Tike Bar Renovations..... Tab 2
  - C. Discussion and review of Solitude Lake Management Water Testing Report ..... Tab 3
  - D. Consideration of Immaculate Exteriors Proposal for sidewalk and curb pressure washing..... Tab 4
- 8. BUSINESS ADMINISTRATION**
  - A. Consideration of the Minutes of the Board of Supervisors' Meeting held on March 14, 2022..... Tab 5
- 9. CONSENT ITEMS**
  - A. Acceptance of Advisory Committee Meeting Minutes
    1. Fitness Advisory Committee Minutes of February 16, 2022 ..... Tab 6
    2. Racquet Sports Advisory Committee Minutes of February 14, 2022..... Tab 7
    3. Reserve Advisory Committee Minutes of February 21, 2022..... Tab 8

**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



---

---

**For the Month of: March, 2022**

**Landscaping Updates:**

Flower rotation has been completed.

New plantings for the south side of the River Club have been completed.

Venetian Cul-de-sacs planting will begin on or before April 15 21, 2022.

**Items to be addressed by LMP that are pending:**

Venetian Golf and River Club cul-de-sacs removal and replacement of landscaping will begin on or before April 21, 2022.

**Aquatics Update**

Visual Inspection of Lakes and Ponds performed by: **Supervisor Ken Smaha, Keith Livermore, Venetian CDD and Alex of Solitude, Inc. on**

**Inspected Locations:** Ponds 35,59,40,39,46,55,48,49 and Wetlands 23,28

During the inspection we noticed that the north end ponds seemed to be too low for this time of year.

The following actions have been performed as a result of the inspection:

Pond #6 has some erosion.

Spoke with Mr. Rick Schappacher, Schappacher Engineering regarding erosion on pond 46. Rick will take a look at the pond

**Gate Update:**

There were no real issues or concerns this month with the gate.

**CDD Facilities Update:**

**Operations/Maintenance Accomplishments for the month of February, 2022:**

1. Daily inspection of community for trash and removal when found. Repeat community inspection and removal of trash every Wednesday, due to City trash removal day.
2. Daily visual inspection of all community mailboxes and lights, make all necessary repairs and/or replacements including but not limited to: straighten leaning mailboxes, backfill and compacting dirt at base of mailbox or fill with Quikrete when necessary, cutting metal rods for repairs, contacting and assisting welder, removal of mold, rewire photocell for lights, replace lightbulbs and clean globes on mailboxes. Order and replace decals for street number on mailbox. Repair mailbox doors, install latches when necessary and repair and place flags. Order necessary supplies to complete repairs.
3. Mailbox repairs for this month: 282 Martellago, 430 Montelluna, 153 Montelluna, 233 Montelluna, 162 Montelluna, 234 Montelluna, 450 Montelluna, 451 Padova, 463 Padova, 469 Padova, 475 Padova, 101 Tiziano, 437 Montelluna, 429 Montelluna, 289 Mestre Place, 126 Portofino, 342 Montelluna, 142 Cipriano and 181 Padova.
4. Mailbox light repairs for this month: 445 Montelluna, 174 Palazzo, 318 Cipriani, 162 Portofino, 445 Montelluna, 273 Mestre, 174 Cipriani, 106 Burrano, 177 Palazzo, 174 Palazzo, 197 Medici, 174 Palazzo, 205 Savona, 181 Savona, 313 Montelluna, 109 Padova, 360 Padova, 157 Montelluna, 170 Bella Vista, 102 Avalini and 146 Rimini.
5. 105 Lerida – No light, but no one has been at the residence to troubleshoot issue. Will continue to check residence status every Monday. Will make repairs upon owners return to residence.
6. Daily visual inspection of all streets for stains and power washing and/or scrubbing to remove stains if possible.
7. Inspection of all monuments, make all necessary cleaning and repairs, including but not limited to: Power washing of monuments at Venetian Golf and River Club (VGRC) (main community entrance and monuments at all subcommunities of VGRC), brush down, spot bleach and rinse, complete all caulking required at all monuments.
8. Cleaned Stop signs.
9. Add chlorine tabs, as necessary, to pump well. Maintain supply of chlorine tabs.
10. Water planting and sod when required.
11. Removed cobwebs at Gate House.
12. Removal of fallen tree debris along all community roads.

13. Repair flood lights, replace bulbs as necessary at main entrance and main island of community.
14. Power wash sidewalks at Tennis Courts and roundabout nearby (VGRC) when required.
15. Applied wood filler, multiple coats over multiple days, at all bulk head posts (wooden guardrail) were required at both the Medici and the Bella Vista locations.
16. Checked irrigation leak at 282 Mestre and 190 Treviso.
17. 105 Savona – Cut down and removed dead tree.
18. Assisted Kelby with irrigation/valve box repair at various community locations.
19. Pressure wash lift station gate doors.
20. Repaired loose padding on Guard Gate entrance.
21. Assisted with Field Manager (Rizzetta) office relocation within the Riverclub (several days)
22. Assisted with Field Manager's Admin Assistant office modifications.
23. 174 Palazzo – Dig up and located electric conduit. Pulled old wire from house to light, ran new wire through conduit from house to light.
24. Pressure wash sidewalk at Medici bulkhead.
25. Repaired pull start on gas pump. Set pump settings.
26. Purchased and assembled new pressure washer.
27. Medici Circle – Tamped down truck tire ruts, trimmed broken scrub branches.
28. 341 Montelluna – Troubleshoot aerator issue and repaired.
29. Trimmed Pepper Tree off of pumps.
30. Checked fountain for low water level.
31. Pressure washed sidewalk at Padova metal bulk head.
32. Pressure washed sidewalk at Padova metal bulk head and Padova lift station sidewalk (multiple occasions).

**CDD Issuance Activities:**



RFID Strip	RFID Card	Water Variance
60	13	12

**Pending Items**

Clubhouse	Gate House
ADA compliant doors	
Cul-de-sac landscaping	

**Maintenance and Operations**

**Pending Projects Update:**

1. Review of Access Control System.
2. Building offices (POA) within the Venetian River Club.
3. Researching options for new telephone system for the Venetian River Club.

**Recommendations for the Board of Supervisors:**

# Tab 2

**March 28, 2022**

**Vesta and Rizzetta, have placed the order for the new pool bar equipment. Equipment delivery times range from 5 to 20 weeks. Construction is expected to start in June or July. Due to multiple trades, the work may extend over 2 to 3 months. Pool disruption should be minimal although the current cart/bike parking area will have to be temporarily relocated.**

## **Pool Bar Project Renovation (Facilities Committee)**

The existing structure remains virtually untouched but new gutters that drain underground will reduce water on the pool deck. All existing equipment and cabinetry will be removed.

The 12.5' X 7' (26.5LF) bar is replaced by a 16' X 10.5' (36.5LF) bar. While adding just a few chairs, this increases space for equipment, creates a center island and provides workspace for two servers.

New cabinetry will be high-performance outdoor materials, or stainless steel.

### **New Equipment includes –**

- Soda guns, draft beer taps, and keg cooler
- Below bar step racks for liquor and wine
- Tall, reach-in refrigerator and separate freezer for novelty ice cream
- High-capacity ice bin
- Blender station and specialty drink machine
- Dishwasher
- Center Island for equipment and point-of-sale terminals

### **Other items –**

- Convenience outlets for residents, hooks for personal items
- Closet for staff personal items and storage
- Efficient, natural gas, tankless water heater, new lights, fans, and TVs

**A meeting on February 11, with Mr. Booker, Nancy Spokowski, and Bob Ruffatto, led to a joint workshop on March 13, 2022.**

**The joint workshop was attended by members of Facilities, Pool/Fitness, and the Landscape Committees.**

**All felt we should address the need for additional pool space now by removing some landscaping. This will minimize disruption and take advantage of the large equipment that will be on site.**

## **Landscape Removal (Pool/Fitness Committee)**

### **Will accomplish these goals:**

- Provide sufficient space, visibility, and access for the updated pool bar to make it a comfortable and social destination location expected to result in increased revenues for the River Club
- Address the pool bar public meeting and resident survey comments that called for more seating to accommodate resident needs.

**The action plan:**

- Remove unnecessary landscaping, trees, and old stumps. This will reshape some beds.
- New pavers/curbing installation will be required in the areas where landscaping has been removed.
- The increased space created will provide space for more pool bar and pool deck seating and a more attractive and safer entry area to the pool area.
- Furniture needs will be addressed by the Pool/Fitness Committee over the coming months.
- As a result of the landscape removal, landscape maintenance costs in the pool area should be reduced.
- Requests for additional shade will continue to be provided by umbrellas at this time.
- Note that no path or other lighting has been incorporated in the budget, as for the most part the pool and pool bar will be open from dawn to dusk.
- Relocation of the insect repellant system, sound system and landscaping lighting will also be required. This is expected to be a minimal cost.

**Construction Timeline – Summer 2022**

Nancy Spokowski, Chair, Pool/Fitness Committee

Bob Ruffatto, Facilities Committee Member

## Project Cost for BOS as of March 28, 2022

### Revised Fishman/Krauth Estimates

Fishman (Mar 17, 2022 Est)	\$	54,173	
Krauth (Feb 25, 2022 Est)	\$	154,000	
Allowance for Misc Equip	\$	10,000	(fans, TVs, etc)
<b>Pool Bar Project</b>	<b>\$</b>	<b>218,173</b>	

### Contingency

Fishman	5%	\$	2,709	
Krauth	10%	\$	15,400	
<b>Pool Bar Project w Contingency</b>		<b>\$</b>	<b>236,282</b>	

<b>Legal</b>	\$	3,000	
<b>Architect</b>	\$	10,000	

<b>Pool Bar Total</b>	<b>\$</b>	<b>249,282</b>	
-----------------------	-----------	----------------	--

### Expenditures to add Pool Deck Space and Bar Seating Space

Landscaping Removal and Irrigation Adjustment	\$	9,534	
Pavers and Curbing (Est.)	\$	12,419	
Contingency at 10%	\$	2,195	
<b>Landscaping with Contingency</b>	<b>\$</b>	<b>24,148</b>	

<b>Grand Total</b>	<b>\$</b>	<b>273,430</b>	*
--------------------	-----------	----------------	---

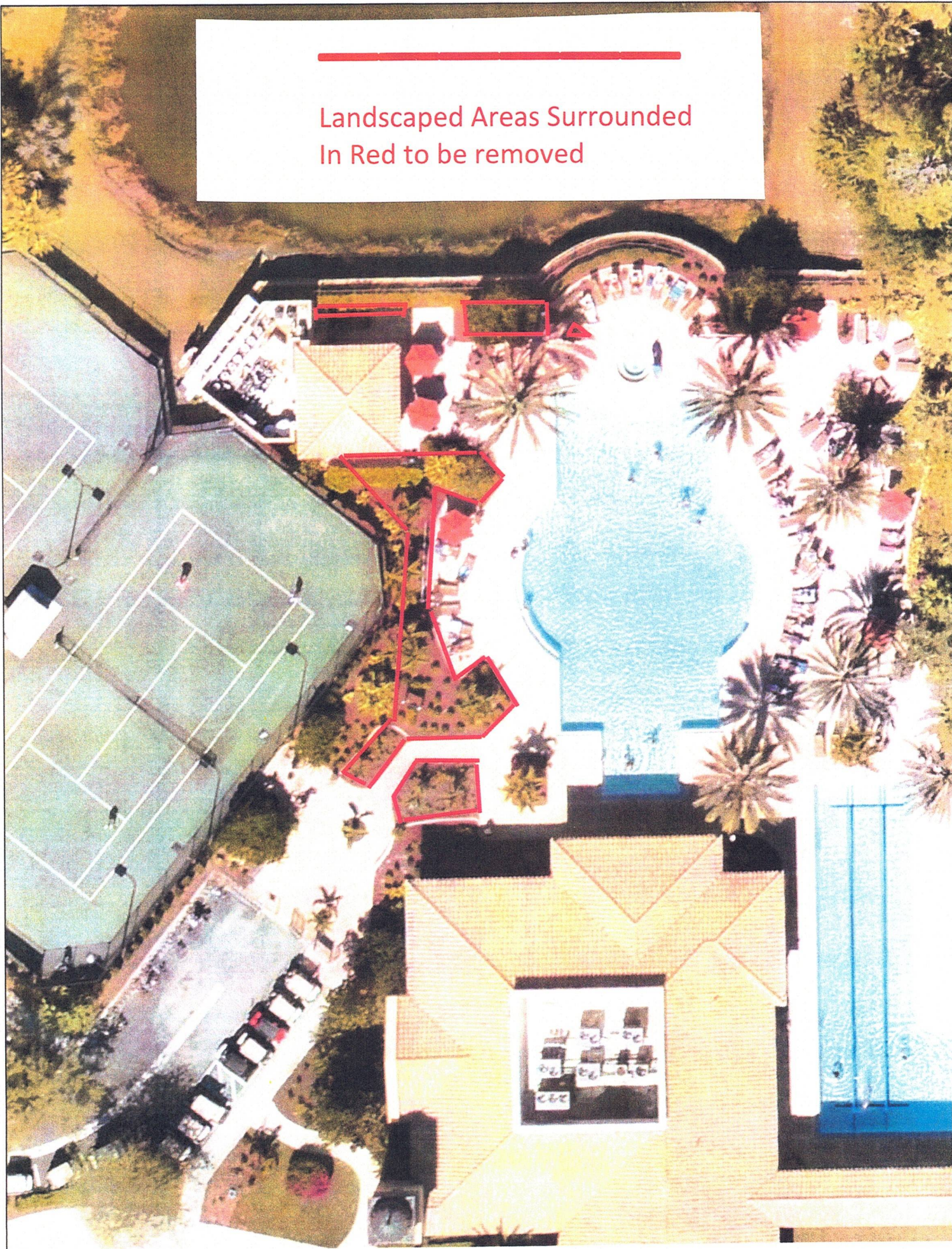
<b>Pool Furniture</b>	<b>TBD</b>	*
-----------------------	------------	---

\*The above cost excludes the cost of furniture requirements in the pool and pool bar



# Venetian Tiki Bar Project

Landscaped Areas Surrounded  
In Red to be removed





# Tab 3

## Venetian CDD

### Ammonia, Total Nitrogen and Total Phosphorus



Sample Date: 23 Mar 2022

Report Date: 28 Jan 2022

Field Biologist: Mitchell Hartwig

Lab Scientist: Ryan Ebanks

Site #2	2
Site #4	3
Site #16	4
Site #31	5
Site #42	6
Site #49	7
Glossary	8

**SOLITUDE**  
LAKE MANAGEMENT

888.480.LAKE (5253)

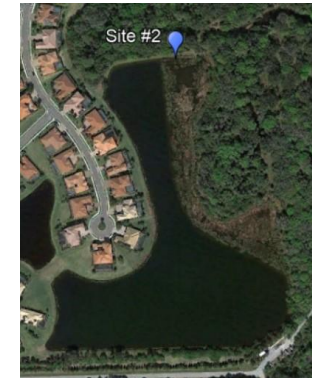
[Solitudelakemanagement.com](http://Solitudelakemanagement.com)

© 2022 All Rights Reserved



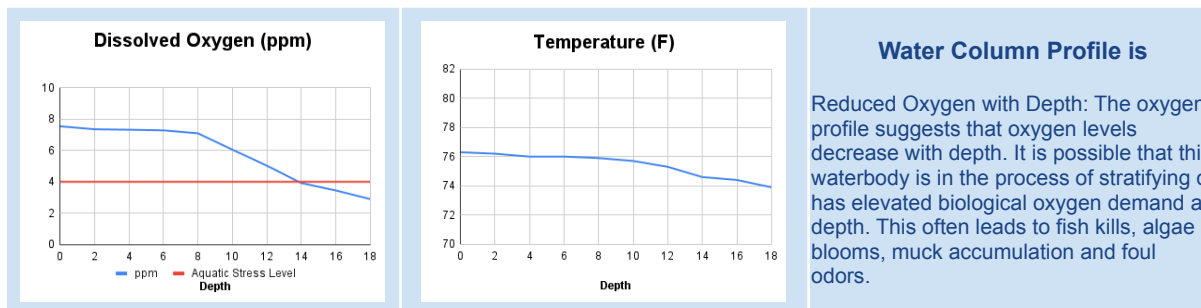
## Water Quality Analysis: Venetian CDD, Site #2 Sample Date: 23 Mar 2022

Test	Desired Range	Action Range	Results	This lake is
Phosphorus, Total	< 30 ppb	> 100	31	Healthy
Nitrogen, Total	<1,200 ppb	> 2,000	1,357	Healthy
Ammonia	< 100 ppb	> 250	44	Healthy



### Observations

All measured parameters are within the desired range for a healthy lake system. It is recommended to continue monitoring water quality since lakes are likely to experience seasonal variation.



### Recommendations

- Aeration for improved oxygen
- Watershed management
- Ongoing water quality monitoring



## Water Quality Analysis - Venetian CDD, Site #4

Sample Date: 23 Mar 2022  
Field Biologist: Mitchell Hartwig

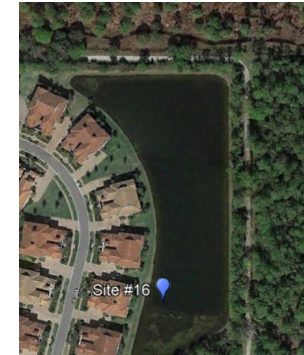
Test	Desired Range	Action Level	Result	This lake is
Phosphorus, Total (ppb)	< 30	> 100	68	Healthy
Nitrogen, Total (ppb)	< 1,200	> 2,000	1,616	Healthy
Ammonia (ppb)	< 100	> 250	84	Healthy
<b>Recommendations</b> (based on field observations and laboratory data)	<ul style="list-style-type: none"><li>• Watershed management</li><li>• Ongoing water quality monitoring</li></ul>			

Please speak with your local SOLitude Lake Manager about the options for restoring balance in your aquatic resource.

## Enhanced Waterbody Assessment: Venetian CDD, Site #16

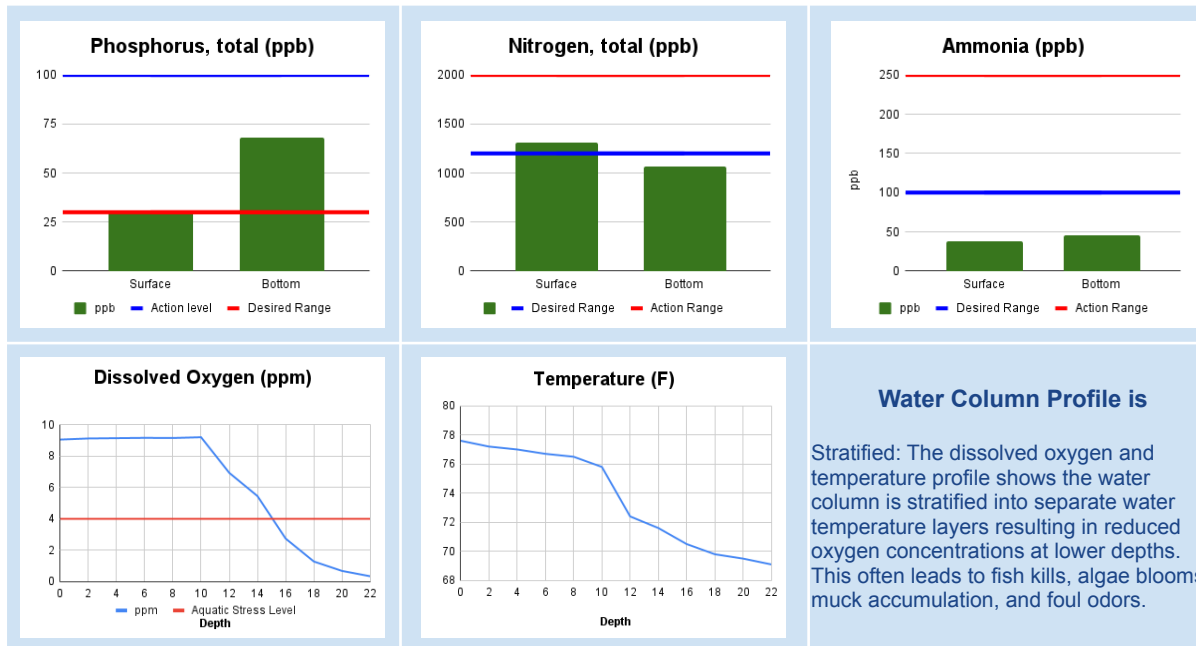
Sample Date: 23 Mar 2022

Test	Desired Range	Action Range	Surface	Bottom	This lake is
Phosphorus, Total	< 30 ppb	> 100	31	68	Healthy
Nitrogen, Total	<1,200 ppb	> 2,000	1,309	1,062	Healthy
Ammonia	< 100 ppb	> 250	38	46	Healthy
Conductivity	< 1,200 uS/cm	NA	612	608	Healthy
Alkalinity, Total	> 80 ppm	<40	111	113	Healthy
Turbidity	< 5 NTU	NA	0.92	1.13	Healthy
pH reading	6.5 - 8.5	NA	8.82	7.9	High
Secchi reading	< 4 feet	NA	9.5		Healthy



Acres: 3.3

Average Depth (feet): 23



### Observations

Water quality analysis suggests that this site is experiencing elevated pH levels and stratification. When the pH exceeds the normal range, it is normally not of concern. Examples of where it would be a concern are if the waterbody is discharging into protected waters where the pH is substantially lower for FDEP regulations or an unexplained major increase in the pH values, which can impact aquatic organisms and major pH swings. In most cases, low pH is of much greater concern for the overall health of a waterbody. When oxygen levels are low it can cause nutrients to leach out of the bottom sediments. It is recommended to install bottom-diffused aeration in order to circulate the water column, increase oxygen levels and reduce nutrient availability.

### Recommendations

- Aeration for improved oxygen
- Watershed management
- Ongoing water quality monitoring



## Water Quality Analysis - Venetian CDD, Site #31

Sample Date: 23 Mar 2022  
Field Biologist: Mitchell Hartwig

Test	Desired Range	Action Level	Result	This lake is
Phosphorus, Total (ppb)	< 30	> 100	17	Healthy
Nitrogen, Total (ppb)	< 1,200	> 2,000	1,211	Healthy
Ammonia (ppb)	< 100	> 250	60	Healthy
<b>Recommendations</b> (based on field observations and laboratory data)	<ul style="list-style-type: none"><li>• Watershed management</li><li>• Ongoing water quality monitoring</li></ul>			

Please speak with your local SOLitude Lake Manager about the options for restoring balance in your aquatic resource.



## Water Quality Analysis - Venetian CDD, Site #42

Sample Date: 23 Mar 2022  
Field Biologist: Mitchell Hartwig

Test	Desired Range	Action Level	Result	This lake is
Phosphorus, Total (ppb)	< 30	> 100	22	Healthy
Nitrogen, Total (ppb)	< 1,200	> 2,000	1,504	Healthy
Ammonia (ppb)	< 100	> 250	20	Healthy
<b>Recommendations</b> (based on field observations and laboratory data)	<ul style="list-style-type: none"><li>• Watershed management</li><li>• Ongoing water quality monitoring</li></ul>			

Please speak with your local SOLitude Lake Manager about the options for restoring balance in your aquatic resource.



## Water Quality Analysis - Venetian CDD, Site #49

Sample Date: 23 Mar 2022  
Field Biologist: Mitchell Hartwig

Test	Desired Range	Action Level	Result	This lake is
Phosphorus, Total (ppb)	< 30	> 100	39	Healthy
Nitrogen, Total (ppb)	< 1,200	> 2,000	1,217	Healthy
Ammonia (ppb)	< 100	> 250	29	Healthy
<b>Recommendations</b> (based on field observations and laboratory data)	<ul style="list-style-type: none"><li>• Watershed management</li><li>• Ongoing water quality monitoring</li></ul>			

Please speak with your local SOLitude Lake Manager about the options for restoring balance in your aquatic resource.

Water Quality Parameter	Desired Range	Action Level	Non-normal results may lead to	Common causes of non-normal levels
Phosphorus, total	< 30 ppb	> 100 ppb	Excessive algae growth, muck accumulation, nuisance midge fly population, unbalanced fishery, etc.	Reclaimed water discharge, landscape fertilizer runoff and agricultural drainage, phosphorus laden bottom sediments
Nitrogen, total	< 1,200 ppb	> 2,000 ppb	Excessive algae growth, muck accumulation, nuisance midge fly population, unbalanced fishery, etc.	Reclaimed water discharge, landscape fertilizer runoff and agricultural drainage, organic material input like grass clippings and leaf litter
Ammonia	< 100 ppb	> 250 ppb	May lead to fish and wildlife becoming unhealthy or passing, especially under high pH conditions	Organic decomposition, landscape/fertilizer runoff, and anoxic conditions (low oxygen), excessive waterfowl excrement
Dissolved Oxygen	> 4 ppm	N/A	Leads to nutrient recycling from the sediments (phosphorus), may cause fish kill events, foul odors, etc.	Stratification, higher than normal biological oxygen demand
Temperature	< 4 degree difference	N/A	Often leads to low dissolved oxygen, nutrient recycling, and unbalanced ecosystems	Natural processes
Alkalinity	> 80 ppm	N/A	Drastic pH swings and an unhealthy ecosystem to grow sportfish populations	Low background levels
Conductivity	< 1,200 uS/cm	N/A	Fish kills for salt intolerant species, damage to turf through irrigation, change in algae community (golden algae)	Salt water intrusion, road salt runoff, excessive additions of reclaimed / effluent water
Turbidity	< 5 NTU	N/A	Loss of clarity in water and in extreme conditions fish kills	Sediment run-off, bottom sediment in suspension, algae blooms, etc.
Secchi Disk	> 4 feet	N/A	Loss of clarity in water	Sediment run-off, bottom sediment in suspension, algae blooms, etc.
pH reading	6.5 - 8.5	N/A	Unbalanced ecosystems and potentially fish kill events	Watershed run-off, pool discharges, algae blooms, etc.

^The above thresholds are general goals that have been determined by decades of lake management experience from our lake management team and a variety of peer reviewed journal studies.

# Tab 4





Immaculate Exteriors  
12599 Sagewood Dr  
Venice, FL 34293 US  
(941) 600-3879  
Nick@imexteriors.com  
www.imexteriors.com

Estimate 1892

ADDRESS

Venetian CDD

DATE  
03/25/2022

TOTAL  
\$12,750.00

EXPIRATION  
DATE  
06/25/2022

ACTIVITY

QTY

RATE

AMOUNT

**Pressure Wash**

1 12,750.00 12,750.00

Sidewalks and Curb (Veneto from Laurel to River Club)

Sidewalks and Curb not in front of homes (Pesaro)

Sidewalks and Curb into each neighborhood up to first property line

Cul de sac Island Curb throughout (30 Each)

Sidewalk and Curb (Medici In Front of Wetlands)

Sidewalk and Curb (Padova by #7 Tee Box)

Pump Houses (Pesaro, Portofino, Veneto (2), and Padova)

Sidewalks and Curb (Bella Vista Terrace in front of Tennis Courts and Wetlands)

Sidewalks and Curb (Padova past Mestre Pl)

TOTAL

\$12,750.00

THANK YOU.

Accepted By

Accepted Date

# Tab 5

**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, March 14, 2022 at 9:31 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 –</b>
	<b>Persson, Cohen, Mooney, Fernandez &amp; Jackson, P.A.</b>
Rick Schappacher	<b>District Engineer, Schappacher Engineering</b>
Keith Livermore	<b>Field Manager, Rizzetta &amp; Company, Inc.</b>
John Toborg	<b>Manager, Field Services, Rizzetta &amp; Company, Inc.</b>
Ginger Anzalone	<b>Vesta Property Services</b>
Rudy Seurattan	<b>Vesta Property Services</b>
Anthony Reyes	<b>Vesta Property Services</b>
Representatives	<b>LMP</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**

**Management State of Affairs Update by  
Vesta**

Mr. Booker advised that he requested for this item to be added to the agenda as it is an ongoing matter and should be a part of the agenda going forward until the Board decides it is not necessary.

49  
50 Mr. Cohen advised that the Board had approved an Addendum to the contract related  
51 to the due date for financial statements and Vesta did provide the executed contract today  
52 and Vesta did ask whether the 18<sup>th</sup> meant by 5:00 p.m. or midnight of the 18<sup>th</sup> and they are  
53 memorializing on the record that the deadline is midnight on the 18<sup>th</sup>.  
54

55 Ms. Anzalone spoke on behalf of Vesta; she advised that she has spoken to a couple  
56 of Supervisors regarding the notice to cure. Ms. Anzalone advised that Vesta's HR  
57 department is focused on staffing of Venetian.  
58

59 Mr. Bracco advised that he has spoken with Ms. Anzalone, and they are planning to  
60 have a mid-term review; Vesta was provided with a sixty-day notice and so they will have a  
61 discussion midway through that period. He spoke regarding the positive changes  
62 happening.  
63

64 Mr. Seurattan spoke regarding the labor shortage and the ongoing issues with the  
65 labor pool; he advised that Vesta is actively recruiting for eleven open positions. He advised  
66 that Club Manager Mr. Anthony Reyes is on board and working hard and on the culinary  
67 side experiences have been positive. Mr. Seurattan advised that they are receiving positive  
68 feedback from the members as well; he advised that two former employees have returned  
69 to Venetian along with new employees being hired.  
70

71 Mr. McCafferty inquired as to how many weddings are currently booked. Mr.  
72 Seurattan advised that there are currently seven weddings booked through the end of the  
73 year. He advised that the pricing for outside events needs to be updated to match the current  
74 market. Mr. McCafferty asked if there is enough staff to handle the seven weddings. Mr.  
75 Seurattan confirmed. Ms. Anzalone advised that, if necessary, there are staff members on  
76 other properties who can assist with weddings.  
77

78 Mr. Booker recommended analyzing the relationship with the weddings as it relates  
79 to the residential aspect as the club should cater the residents first.  
80

81 Mr. Cohen discussed public records request that were received and Vesta assisting  
82 in responding in a timely manner. Ms. Anzalone advised that the response to the records  
83 request is being worked on.  
84

#### 85 **FOURTH ORDER OF BUSINESS**

#### 85 **Public Comment**

86  
87 Mr. Knopka advised that he would like to see restoration of the monthly report; he  
88 further spoke regarding the dinner service at the Golf Club. Mr. Knopka spoke regarding the  
89 benefits package for the employees at the Golf Club and inquired as to whether Vesta offers  
90 benefits. Mr. Seurattan confirmed that Vesta employees are offered benefits.  
91

92 Ms. Hinsch spoke regarding the reasons that she joined the Racquet Sports Advisory  
93 Committee and advised that there is a noticeable cultural shift since Vesta has joined the  
94 River Club; she advised the shift is wonderful. Ms. Hinsch spoke regarding the missteps of  
95 the prior management of the Tennis Courts. She stated that in her opinion, Vesta is brining

96 positive changes.  
97

98 Ms. Pozarek stated that she thinks Vesta is doing a great job and she thanked Mr.  
99 Varner and Mr. Rolli for stepping up to handle residents and resident concerns. Ms. Pozarek  
100 advised that she has cancelled her outside tennis membership and will be playing at  
101 Venetian again.  
102

103 Ms. Schimberg reiterated what Ms. Hinsch and Ms. Pozarek said and said there is a  
104 marked change from the previous management.  
105

106 Ms. Howell shared her observations and concerns related to the ponds; she advised  
107 that the treatment of the ponds has decreased the wildlife, she advised that there are  
108 concerns with bank erosion and low water levels. Ms. Howell recommended no weed  
109 whacking the pond banks.  
110

111 Ms. Appolonia complimented Mr. Varner on his enriching the tennis program and his  
112 willingness to step up. She spoke regarding the food service as well as weddings being held  
113 at the River Club.  
114

115 Mr. Ruffatto spoke regarding the Strategic document contained within the agenda;  
116 he recommended prioritizing the list of items.  
117

## 118 **FIFTH ORDER OF BUSINESS**

### **District Engineer Staff Report**

119  
120 Mr. Schappacher reported on the ADA Compliance Report; he advised that there are  
121 a few things that need to be addressed. He advised that the front door does need to be  
122 addressed which is not a surprise. Mr. McCafferty asked for an overview of the report. Mr.  
123 Schappacher reviewed the report. Mr. Schappacher advised that he will work on the outside  
124 items and will work with River Club staff on the inside items.  
125

126 Mr. Schappacher advised that the sidewalk repairs are being completed today and  
127 will then move to the trench grate at the tennis courts.  
128

129 Mr. Schappacher advised that he has not heard from the City on the Pickleball  
130 submittal and so he will reach out to them today.  
131

132 Mr. Schappacher advised that a site review was held related to the hydraulic fluid  
133 spills and a shade meeting is planned for April 11<sup>th</sup> at 9:30 a.m. Mr. Schaid advised that the  
134 POA has received a subpoena to provide a very large volume of records. Ms. Blandon  
135 advised that she also responded to a subpoena this past Friday. Mr. Schappacher advised  
136 that the reclimate was discussed during the inspection and he will be reviewing the roadway  
137 in another community that is older. Mr. Bracco advised that another product was discussed,  
138 although it was quite expensive. Mr. McCafferty asked if Mr. Schappacher has reviewed the  
139 Bella Vista area related to possible power steering fluid at each mailbox. Mr. Schappacher  
140 advised that he has reviewed the area and Mr. Livermore has reached out the post office  
141 and they have stated it is not from their vehicles.  
142

Mr. Schappacher advised that the guard rail repairs have been completed and he will keep an eye on those to see how they do.

Mr. Schappacher advised that he has conducted a bank review and they have reached out to the City and the County to determine whether pumping was being done; he advised that there is no pumping going on and some of the drop may be related to the sand. Mr. Schappacher recommended adding aquatic plantings to assist with getting the wildlife back and additional lake bank work may be necessary.

#### **SIXTH ORDER OF BUSINESS**

#### **Review of February 2022 Field Services Inspection Report**

Mr. Toborg provided an overview of the report and spoke regarding the Ligustrum testing and results; he recommended trimming back where possible and removing when trimming is not possible. Mr. Toborg responded to questions from the Board.

The Board took a brief recess and was back on the record at 10:54 a.m.

#### **SEVENTH ORDER OF BUSINESS**

#### **Field Services Repot Regarding Cul-de-sacs**

Mr. McCafferty provided an overview of the revised cul-de-sac proposals noting a reduction of about \$1,200.00 per cul-de-sac due to bob cat rental. He advised that the Committee has recommended option A at a cost of \$195,000.00 over the next few years. Mr. McCafferty responded to questions from the Board.

Mr. Toborg reviewed the priority order of recommended updates to the cul-de-sacs. Mr. McCafferty recommended completing five cul-de-sacs a year for the next six years. Further discussion ensued regarding budgeting. Mr. Toborg recommended conducting soil testing on the cul-de-sacs

On a Motion by Mr. Bracco, seconded by Mr. McCafferty, with all in favor, the Board Approved LMP Plan A for the First Four Cul-de-sacs, as Identified by Mr. Toborg, up to but not including Larita Court, for the Venetian Community Development District.

The Board asked that Mr. Livermore notify the residents surrounding the cul-de-sacs prior to work beginning.

Discussion ensued regarding the entry landscaping at the fountain.

#### **EIGHTH ORDER OF BUSINESS**

#### **Consideration of Revised Cul-de-sac Proposals**

This item was considered in conjunction with the Seventh Order of Business.

**NINTH ORDER OF BUSINESS**

**Consideration of Allied Universal  
Proposal for Heliaus Reporting  
Software**

Ms. Bandon advised that this upgrade would allow for the gatehouse staff to take pictures and create incident reports. Mr. Cohen advised that the expense is not significant; however, this may be considered a POA expense. Discussion ensued regarding whether the privacy officers are conducting work for the POA.

Discussion ensued regarding the use of the software. Ms. Bandon advised that the ongoing monthly service fee for Heliaus is \$199.00. Ms. Smaha inquired as to a termination clause for the software. Board discussion ensued. Mr. Cohen advised that he will address the termination of the software alone within the addendum that he creates.

On a Motion by Mr. McCafferty, seconded by Mr. Kleinglass, with all in favor, the Board Approved the Allied Universal Proposal for Heliaus Reporting Software, Subject to Preparation of an Addendum to the Existing Allied Universal Agreement by Counsel, for the Venetian Community Development District.

**TENTH ORDER OF BUSINESS**

**Review and Consideration of Strategic  
Direction Advisory Committee  
Strategic Plan and Letter to VCDD  
Board Re Next Steps**

Mr. Smaha advised that he worked on the Strategic Plan with the Committee using the outdated Strategic Plan as a starting point. He spoke regarding the need to document completed items. Board discussion ensued. Mr. Kleinglass recommended that the Strategic Direction document be provided to the various Advisory Committees for review and comment. Further discussion ensued regarding the document provided. Mr. Smaha advised that the next step would be to provide the document to the Committee Liaison to be provided to each Committee and having a member of the Strategic Direction Advisory Committee attend a meeting of each Advisory Committee. Ms. Bandon recommended changing the timeline for receipt of proposals for budgetary purposes no later than April 15<sup>th</sup>.

Mr. Smaha advised that the Committee will be meeting on March 15<sup>th</sup> to update the document and will then provide to each Liaison and each Liaison will then provide to their respective Committee.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of VIP Networks  
Proposal for New Phone System**

Mr. Livermore advised that the proposal is for a phone system for the entire River Club; he advised that currently the CDD phone bill is approximately \$300 per month which does not include the Vesta phone system. Mr. Livermore advised that the system being proposed is for a thirteen-phone system and can combine both the CDD, POA, and Vesta at a cost of \$390.00 per month. Mr. Cohen inquired as to whether there is contract in place for the current phone system; he advised that he will investigate the status of the current

contract, if any, and report back to the Board. Mr. Bracco advised that he likes the presentation of the new system although the existing contract needs to be reviewed.

This item was tabled pending review of any existing contract.

## **TWELFTH ORDER OF BUSINESS**

### **Discussion Regarding Capital Reserve Accounts**

Ms. Bandon advised that the Board previously accepted the recommendation of the Reserve Advisory Committee related to transferring funds into separate capital reserve accounts though it would not take place until all Tax Collector payments were received. She advised that there are some things that need to be discussed; she needs direction as to which bank to use as well as what type of program the Board would like to use. She recommended having PRAG review the accounts and make a recommendation to the Board. Ms. Bandon advised that currently funds are in the Bank of Tampa ICS account. She reminded the Board that the current budget will need to be amended due to litigation expenses. Ms. Bandon advised that the accounts will need to have a different name as the CDD already has two "Capital Reserve" accounts. Mr. Bracco recommended taking this item back to the Reserve Advisory Committee; he advised that the Committee will meet next week. Discussion ensued. Mr. Bracco asked that Ms. Bandon reach out to Ms. Harmon to discuss.

## **THIRTEENTH ORDER OF BUSINESS**

### **Consent Items**

Ms. Bandon advised that the consent items consist of the Landscaping Advisory Committee Meeting Minutes of January 10, 2022, the Reserve Advisory Committee Meeting Minutes of December 20, 2021, and January 17, 2022, and the Strategic Direction Advisory Committee Meeting Minutes of February 8, 2022. She asked if there were any questions.

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

## **FOURTEENTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. District Counsel**

Mr. Cohen reminded everyone of the Sunshine workshop to be held on March 28<sup>th</sup> at 8:30 a.m. He asked that staff send a notice to the Committee members. Ms. Bandon asked that Mr. Cohen provide a handout that can be sent to the Committee in advance of the workshop.

Mr. Cohen advised that he has distributed the POA lease and asked that staff forward to the POA for review and comment. He advised that he is missing the leased premises and Rizzetta is still getting through discussions with Bond Counsel to ensure that the tax-exempt bonds are not jeopardized. Discussion ensued regarding construction of the additional offices within the River Club. Mr. Cohen advised that he sent the Board a memo from Ms.



Kardash related to the closed captioning issue.

B. River Club

Mr. Seurattan provided an update regarding the food and beverage programs being offered: Sunday brunch with an omelet station, dinner service is Wednesday through Friday, and lunch Wednesday through Saturday. He advised that Sunday lunch at the pool will resume shortly. Mr. Seurattan advised that recruiting efforts are ongoing and he recommended using the online reservation system to allow Vesta to plan accordingly. Mr. Seurattan advised that resident ID badges are currently being issued through the tennis shop. He advised that Vesta is working diligently to update websites, social media, and messaging. Mr. Seurattan advised that the building is being re-keyed and new ceiling fans are being installed in the Fitness Center.

Mr. McCafferty recommended moving Staff Reports to the top of the agenda in order to not have Staff members waiting to provide reports.

C. Field Manager

Mr. Livermore advised that the new "Welcome Home" sign has been placed on the gate arm. He advised of concerns from residents of Bella Vista behind pond #16 related to a barbed wire fence; he advised the residents have requested fencing for security purposes. Discussion ensued. The Board advised they do want to look into fencing. Mr. Livermore advised that the CDD offices have been moved so that the POA and CDD can be close to one another.

Ms. Bandon advised that Mr. Livermore also provided a written report that will be included in the agenda on a monthly basis.

D. District Manager

Ms. Bandon advised that the next regular meeting of the Board of Supervisors' is scheduled for Monday, March 28, 2022, at 9:30 a.m. with the Sunshine review at 8:30 a.m.

Ms. Bandon advised that she has the pre-deposition meeting tomorrow with Mr. Hanson and Mr. Bracco; she advised that her deposition is scheduled for March 31<sup>st</sup>.

Ms. Bandon provided a sample copy of a financial statement change as requested by Mr. Smaha. The Board advised that they do like the layout and would like the River Club financials to look the same. Mr. McCafferty requested line numbering along the side of the page.

**FIFTEENTH ORDER OF BUSINESS**

**Supervisor Requests and Comments**

Ms. Bandon opened the floor to Supervisor requests and comments.

Mr. Bracco distributed the Fidelity account balances to the Board. Mr. Smaha inquired as to whether the balance is the same throughout the year. Ms. Bandon confirmed. Mr. Smaha advised that he would like to discuss other investment possibilities.

Mr. Booker advised that he would like for the Board to consider exploring usage of the Welcome Center. Mr. McCafferty advised that the CDD Board made a resolution two years ago to not purchase the Golf Course nor the Welcome Center. Discussion ensued.

Mr. Kleinglass provided a brief update related to the Tiki Bar project.

**SIXTEENTH ORDER OF BUSINESS**

**Adjournment**

Ms. Bandon advised there is no further business to be conducted and asked for a motion to adjourn.

On a Motion by Mr. McCafferty, seconded by Mr. Smaha, with all in favor, the Board adjourned the meeting at 12:48 p.m., for the Venetian Community Development District.
--------------------------------------------------------------------------------------------------------------------------------------------------------------------------

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

\_\_\_\_\_  
Chairman / Vice Chairman

# Tab 6

Venetian Community Development District

502 Veneto Boulevard

North Venice, FL 34272

Fitness/Pool Advisory Committee (FPAC)

Meeting Minutes-February16 , 2022

Attending Members: Livvy Faford, Frank Butry, Nancy Spokowski, Richard Derby, Cyndi Sneizek(new member) and CDD liaison Ernest Booker

Also attending was Director of Tennis and Fitness Paul Varner and Vesta representative Rudy Serutin.

Call to order: Nancy Spokowski called the meeting to order at 10:01 AM. Quorum was established.

Approval of prior minutes

Liaison Report

1. Discussion with Vesta regarding aligning salaries with the market due to recent losses of employees.
2. Paul Varner to acquire a "Manager on Duty " sign for the pool area. Approved by Vesta.

Old Business

1. Discussion of changing position to "Amenities Ambassador" like other facilities because of expanded duties. Committee decided to table and discuss at the next meeting.
2. Pool signs have been completed and installed.
3. Ceiling fans in the fitness center are being delayed by competing projects.
4. 50 pound weights are still on backorder and treadmill repairs are being delayed by a lack of parts.
5. Paul talked to GymTech regarding a Preventative Maintenance Program and was told that we would be better served by simply calling for service on a regular quarterly basis.
6. Fitness center cleaning is being done according to schedule.
7. It has been determined that we need to get lists of those participating in Zoom classes in order to determine usage and value as it is not being reported. Paul will request lists of attendees from the instructors.
8. Paul researched the process of adjusting the chemicals in the pool and spa and now our staff is checking the chemicals daily.

New Business

1. Need to develop a depreciation schedule. Will need to research information on equipment and when they were put into service. Including the pool heaters. The Pool showers are not producing hot water. Paul to check.

2. Stretch Zone will be putting on a demo of their services. Cyndi will work with Paul on a 3K run.
3. Need to have a workshop between our committee and the facilities committee regarding tiki bar renovation details.
4. Met with CDD board member Steve Kleinglass and Field Manager Keith Livermore. Steve said he would have the strings of lights removed from the pool area. Reviewed some of the changes to the Tiki Bar and landscaping. We need to have a liaison workshop between our committee and the Facilities Committee.

Next Meeting and Adjournment:

Next meeting to be held March 16, 2022 10:00 AM

Meeting adjourned at 12:03

Minutes submitted by Richard Derby

# Tab 7

Venetian Community Development District  
502 Veneto Boulevard  
Venice, FL 34275  
Racquet Sports Advisory Committee  
Meeting Minutes Monday February 14, 2022

**Attending Members:** Jack Challener(JC), Mark Faford(MF), Pat Hinsch(PH), Alan Lands(AL), Pam Perry(PP), Sandy Nick(SN)

**Liaison:** Ernest Booker (EB) VCDD Board member

**Management Present:**

Paul Varner (PV), Director of Tennis & Fitness

**1.Call to Order: 2:00 p.m.**

**2. Establish a Quorum:** Six members present; JC, MF, PH, AL, PP & SN.

**3. Approval of Minutes:** A motion was made and seconded to approve the minutes of the January 24, 2022 RSAC meeting. Motion passed

**4. Liaison Statement:** EB stated that they are waiting on a hearing date from the City of Venice for pickleball and should be notified within the next 2 weeks.

**5. Public Comments:**

Jill Pozarek stated that we need rules & she would like residents to give clinics a try. Clinics are popular with new residents.

Liz Carvalko is in favor of clinics. She thinks that we need to take advantage of Paul Varner's skills. She is interested in getting more players on one court during clinic to utilize different skills that can be demonstrated by PV to more players.

Carol Bishko asked if booked courts can change their time of play to receiving lessons from Paul. PH responded that cannot be done.

Barb Puccia suggested to revise the above rule. She supports PV & is very happy with his contributions. She researched open court time & feels that more programs could be added. PH also added on the number of open courts in prime time. Alan reminded the committee that the survey does not support clinics during prime time.

Susie Lentile said that it is important to not divide the community; tennis players all need to all work together. AL asked Susie should we ignore the survey on having prime time clinics & wants her opinion. Susie said there is a need to give & take. She also commented that the 4/0 teams do not have other players to play with. PH said there is no time limit on bringing in guests and courts can be booked for anytime with guests. AL stated that Rule 16 has no restrictions on registered guests.

**6. New Business:**

- A.** Tennis Directors Report: PV was disappointed that the mixer was rained out & hopes to reschedule. Welch inspected court condition. PV & PP walked the courts with them. Welch stated the slide can be adjusted on wet or dry courts.

PV shared the report from Welch and also reported on the windscreen:

1. More clay on each court
2. Clay on order possibly 1<sup>st</sup> week of March
3. Maintenance is doing an excellent job
4. Hydro courts have had no studies done, above ground watering is not a good idea
5. Tennis employees will maintain a log
6. Grey spots are not dangerous, dry spots need to be taken care of. MF asked if the small valves were expensive & there are six ordered. The system valve is old and needs attention frequently.
7. PV wants everyone to know he is approachable & willing to talk.
8. Court 5 windscreen is coming & will be installed.
9. Questions to PV from JC & AL. JC asked about having rollers & PV thought that sounded like a good idea & he will check into it. AL questioned how many times the courts were groomed (rake or sweeping) and lined per day. Welch recommends no more than 2 times daily.
10. PP researched the court availability during all of December and January. There were **53** courts available at 8:00: **10** courts available at 9:30: **66** courts available at 11:00. This information is evidence that there is sufficient open court time available for clinics at 8:00 and 11:00.

- B.** Tennis Rules: Rule #18 defines league. Only residents are eligible, no outside players. USTA has 4 players that are not residents & that will be changed next year. AL stated that it should be allowed to add a guest to USTA. PH commented that a team that represents the Venetian should be residents.

## 7. Old Business

- A.** Pickleball: No changes per SN. EB stated should hear something within the next 2 Weeks.
- B.** Tennis Court Lights: PH stated that 3 estimates were received and there is a large difference in cost & Jill Pozarek commented to make sure fit is the best.
- C.** Tennis Reservation System; Club Essentials: MF gave his report on the tennis reservation software and remarked that PV was not familiar with our software, he used a program software named "Salix", which is very user friendly & inexpensive. MF suggests enhancing our current system partly because Club Essentials has been responsive to our questions in a timely manner.
- Changes that can be made by Club Essentials:
- \* The ball machine at this time cannot be reserved one day in advance by a resident online in Club Essentials but the system can be changed to allow residents to directly reserve the ball machine one day in advance after 12:30 p.m. without requesting such from the tennis office.
  - \* The system can also be changed to allow for 60-minute play.
  - \* The past administration found it exceedingly difficult & time consuming to pull the number of times a member has played within a given time period. Per Club Essentials this is not true and gave instructions as to how this can be done efficiently. It is possible to limit a member's number of plays for the week within a specific time range of the day.
  - \* It is possible that a "bot" can be used to book times to ensure that someone programming cannot book a court time.

MF recommends the following:



- a. Allowing residents to reserve the ball machine at specified times for up to 60 minutes without the need to contact the tennis office up to 1 day in advance.
  - b. We direct Club Essentials to allow reserving court play time for 60 minutes without the need to call tennis office.
  - c. As far as limiting weekly playing time, we need to do more work first to see if this is a problem, if so, vote on a reasonable number of times.
- D. The canopies are close to being completed thanks to Paul Gress who has been a tremendous help.
- E. No fence repair update.
- F. Identifying Social Players and Interclub League Players is an ongoing process.
- G. Future tennis social events need to be planned soon. PV is open to new ideas & discussion.
- H. Action Items 5 and 6 should be resolved. The courts have been top dressed, and Welch suggested laser grade every 7-10 years at a cost of \$10,000-\$12,000 per court. PH stated that we need more clay stock than just 6 bags. PV agreed the need to increase. PP gave the Guest Report to PV.

**Meeting Adjourned 3:07p.m.**  
**Next meeting March 14, 2022**

# Tab 8

Venetian Community Development District  
502 Veneto Boulevard  
North Venice, FL 34275  
Reserve/Finance Committee  
Meeting Minutes 02/21/2022

Attending Members: Cheryl Harmon Terrana - Chair, Jerry Jasper, David Moy, Don Regier, Fred Baughman, Rich Bracco - VCDD Liaison

Call to Order: Cheryl @ 2:05 pm. A quorum was established as all members present.

Minutes of meeting of November 15, 2021, December 20, 2021 workshop, January 17, 2021 were approved.

Old Business:

- A. Jerry reported that although RFP's were sent to numerous vendors, no responses were received. Some of the vendors replied stating that they have their own online process for submitting Reserve Studies and our RFP was too detailed and time consuming. Discussion ensued. Motion by Jerry Jasper, second David Moy. that we recommend to BOS to get an update of the current Reserve Study from existing vendor Florida Reserve Study and Appraisal Inc. (who also did Reserve Study for POA) in preparation for May budget process. Carried unanimously. RFC committee would like to have Vendor attend our next meeting to review his update.
- B. Discussion regarding the major current expense item under review - asphalt roads and whether to repave or rejuvenate. This is likely a joint recommendation from engineer and construction company, working in conjunction with the City of Venice. We will look for engineers (Rick) recommendation but felt that a cost / benefit analysis should be completed prior to work being done and vendor Florida Reserve Study be involved in this process. Cheryl to contact Rick and arrange for him to attend our next meeting as well as meet (separately) with Reserve Study vendor.
- C. Cheryl had a discussion with Vanessa at Rizzetta regarding our desire for a software program that could be designed to record current line item expenses from the Reserve Study. Cheryl to contact Belinda to determine whether Rizzetta would do this work and if any cost would be incurred for it. Committee would like to have this in conjunction with updated Reserve Study .

New Business:

- A. January financial statements were reviewed.
- B. Cheryl restated that RFC meetings would be scheduled for the 3rd Monday of each month with next meeting set for Monday, March 21 @ 2 pm. Cheryl to contact Rick

to arrange attendance at our next meeting and will change our meeting date to accommodate his schedule.

Motion for adjournment; carried.

Minutes submitted by Don Regier