



Rizzetta & Company

Venetian Community Development District

**Board of Supervisors' Meeting
December 12, 2022**

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

www.venetiancdd.org

VENETIAN COMMUNITY DEVELOPMENT DISTRICT

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

www.venetiancdd.org

Board of Supervisors	Rich Bracco Jill Pozarek Cheryl Harmon Terrana Ernest Booker Ken Smaha	Chairman TBD TBD Assistant Secretary Assistant Secretary
District Manager	Belinda Blandon	Rizzetta & Company, Inc.
District Counsel	Andy Cohen	Persson, Cohen, Mooney, Fernandez & Jackson, P.A.
District Engineer	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

December 5, 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, December 12, 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. ADMINISTRATION OF OATHS OF OFFICE**
- 4. PUBLIC COMMENT**
- 4. STAFF REPORTS**
 - A. District Engineer
 - B. District Counsel
 - C. River Club
 - D. Field Manager
 - E. District Manager
- 5. BUSINESS ITEMS**
 - A. Review and Discussion of Landscape Inspection Report of November 18, 2022..... Tab 1
 - B. Discussion Regarding Dana Investments..... Tab 2
 - C. Discussion Regarding Private River Club Events
 - D. Advisory Committees – Appointments
 - E. Consideration of Resolution 2023-01, Redesignating Officers of the District..... Tab 3
- 6. BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Board of Supervisors' Meeting held on October 10, 2022..... Tab 4
 - B. Consideration of the Minutes of the Board of Supervisors' Meeting held on October 24, 2022..... Tab 5
- 7. CONSENT ITEMS**
 - A. Acceptance of Advisory Committee Meeting Minutes Tab 6
 1. Facilities Advisory Committee Minutes of October 03, 2022
 2. Fitness and Pool Advisory Committee Minutes of October 19, 2022
 3. Landscaping Advisory Committee Minutes of October 03, 2022 and October 17, 2022
 4. Racquet Sports Advisory Committee Minutes of April 11, 2022, July 11, 2022, September 12, 2022 and October 24, 2022

5. Social and Dining Advisory Committee Minutes of
October 12, 2022

8. **SUPERVISOR REQUESTS AND COMMENTS**

9. **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, Fernandez & Jackson, P.A.

Tab 1

VENETIAN

LANDSCAPE INSPECTION REPORT



November 18, 2022
Rizzetta & Company
John R. Toborg – Division Manager
John Fowler – Landscape Specialist



Rizzetta & Company
Professionals in Community Management

Summary, River Club

General Updates, Recent & Upcoming Maintenance Events

- ❑ Please notify me 5 days before each fertilization event. We need this for scheduling to ensure the proper amount of fertilizer is being applied for payment.
- ❑ Need to trim all 'Sweet' Viburnum and 'Awabuki' Viburnum that are perimeter hedges into subcommunities and along Laurel Rd. to a consistent 8-foot height.

The following are action items for LMP to complete. Please refer to the item # in your response listing action already taken or anticipated time of completion. **Red text** indicates deficient from previous report. **Bold Red text** indicates deficient for more than a month. **Green text** indicates a proposal has been requested. **Blue** indicates irrigation. **Bold & Underlined** is info or a question for the BOS. **Orange** is items for Staff to address.

1. Provide a date for the district manager and the board on the next scheduled palm pruning event to remove dead and hanging fronds and fruiting structures.
2. LMP needs to improve the plantings in the parking lot beds. Will the Jasmine and Firebush be fertilized soon? Also, need to remove the palm volunteers throughout the beds. What is the current status and action plan for this?
3. LMP removed the dangerous branches in the parking lot. Need to remove all the remaining dead branches in the parking lot caused from the recent hurricane.
4. **There is still no improvement to the condition to the Sweet Viburnum buffer along the River Club parking lot. These were installed approximately 1 year ago. What is being done to improve or accelerate their growth? (Pic. 4>)**
5. Weed control is important this time of year in beds. LMP has started mowing every other week, but weeds are still thriving and need to be treated weekly.
6. Treat all ant mounds on CDD property. They are starting to form mounds from recent rains.
7. Prune the dead fronds on the Pygmy Date Palms on the East sidewalk running behind the River Club. (Pic. 5)



River Club, Laurel Rd.

8. There is a Strangler Fig Vine growing on the Medjool Palm on the exit side of the River Club. This has been requested to be cut in hopes that it will die off. This has yet to be completed. (Pic. 8)



9. There are a couple Royal Palms that were damaged during the hurricane. During this inspection, LMP believes they may survive and will be monitored. (Pic. 9)



10. It appears the Variegated Arbutus have been removed within the main roundabout before you enter the River Club. Are these going to be replaced? I would suggest a different species that do not attract deer to feed on them. Also, the Red Ti do not look like they are thriving. Will these be replaced as well? When will this area be enhanced?

11. Start pushing back the preserve on the back side of the pond just north of the pool at the River Club. It is becoming overgrown and if not attended to soon a mower will not be able to access the backside.
12. Need to give the Red Ti plants a rejuvenation cut back on the first median on Veneto Blvd. from Laurel Rd. Only prune back the couple that have been blown sideways from the recent hurricane and tropical storm.
13. The Podocarpus behind the entrance and exit monuments on Veneto Blvd. are to be grown into a single hedge for screening purposes. Please do not prune the sides and allow them to grow together. Only tip prune the tops until the desired hedge is formed.
14. Laurel Rd. from Veneto Blvd. entrance West to the end of the community is almost cleaned up from the storm. There are a couple turf issues that declined due to machine work for clean up as well as dead patches from debris laying on it. I am asking LMP to measure all the turf areas throughout the district so the board has the numbers to consider how much will need to be replaced.
15. Laurel Rd. from Veneto Blvd entrance heading East, there are a lot of weeds and vines growing with the Firebush and Juniper that need to be removed.
16. Please provide the district manager and board a timeline on when all stumps will be removed. During this inspection I did notice this process has begun but how long until the project is completed?
17. New annuals have been installed and look well spaced and healthy at the time of this inspection.
18. Need to set a strong bed line for the beds along Laurel Rd.



Laurel Rd., Veneto Blvd., Roundabouts for Subdivisions

19. The Medici berm along the East end of Laurel Rd. is still mess. It needs to be trimmed, mowed, and weeds removed throughout the area. When will this be completed? (Pic. 19)



24. Need to detail the lift station beds on Padova Way. There are weeds that need to be treated and strong bed lines established.

25. There is a small pile of debris that has been in the last several reports on the West end of the lift station bed on Padova Way underneath a Magnolia Tree. Please have this removed. (Pic. 25)



20. There are multiple hanging dead Oak limbs along Veneto Blvd. Please have these removed.

21. Remove the dead off the bottom of the False Agave on the recently landscaped roundabouts. The rest of the plantings look good and are thriving except for this one detail. (Pic 21)



26. There is a large leaning Oak tree behind the Palermo monument on Padova Way. It may be too large to straighten and stake. Please have a LMP arborist advise.

27. Tip prune the Ligustrum trees at the Palermo monument. These are to be kept in a loose form and not sheared tightly into balls for the health of the tree.



22. Trim the dead hanging palm fronds on the Tiziano Way roundabout.

23. Diagnose and treat the Ilex Shillings at the Mestre Pl. North roundabout. (Pic. 23>)



Roundabouts for Subdivisions

28. Remove the dead trees and straighten the Oaks needed at the emergency exit off Padova Way. (Pic. 28)



29. Now that the rainy season has ended, LMP needs to start to mow into the drainage ditch that intersects Padova Way just south of Mestre Pl.

30. LMP has pruned the Awabuki Viburnum on the South corner of Padova Way on Veneto Blvd. This looks good and needs to be completed throughout the property.

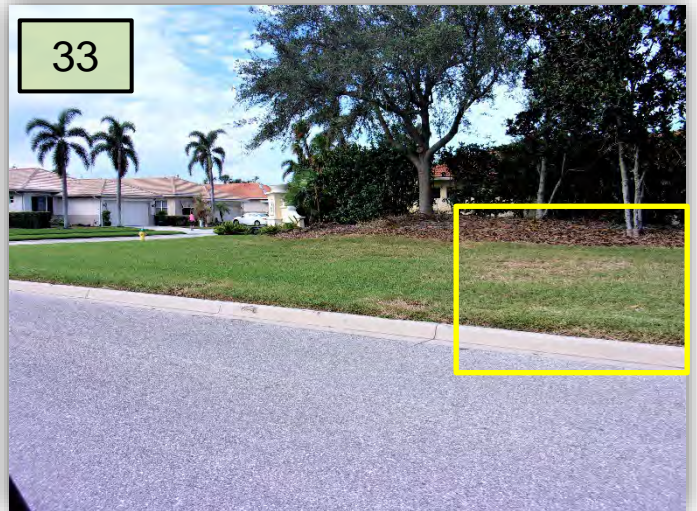
31. There is a valve box lid missing on the roundabout of Montelluna Dr. South. Also need to remove the dead off the False Agave. (Pic. 31)



32. There is a missing valve box cover lid on the Mestre Ct. roundabout. Please replace. (Pic. 32)



33. There is declining turf on the West ROW on Veneto Blvd. just North of Padova Way. Diagnose and treat this accordingly. (Pic. 33)



34. Trim the Awabuki Viburnum and Paurotis Palms at the entrance monuments of North and South on Martellago Way.

35. Trim the Ornamental grasses off the turf on the West ROW on Martellago Way just North of Veneto Blvd.

36. Treat the turf weeds on the West ROW on Martellago Way just North of Veneto Blvd. Both broadleaf weeds and Dollar weed.

Roundabouts in Subdivisions, Otello Wall

37. The Otello wall progressively gets worse each visit. Needs an overall cleanup with weed control, pruning, and removing of Pepper Trees. There are also several large Oak limbs down in this area that needs to be disposed of. When will this be taken care of? (Pic. 37)



38. Remove the hanging dead palm fronds on the Asti Ct. roundabout.

39. During this inspection, LMP has a crew smoothing out areas on Veneto Blvd. ROWs where Ligustrum trees were removed. This looks good and needs to be completed throughout the district.

40. More turf issues on Veneto Blvd. on the West ROW just north of Martellago Way. Please diagnose and treat the area. (Pic. 40)



41. Prune the shrubs on Cipriani Way South roundabout to provide the correct terracing between species.

42. Remove the vines growing within the Ilex Shilling on the Cipriani Way South roundabout.

43. The Medjool Palm on the Cipriani Way South roundabout still is leaning. When will this be straightened and staked?

44. Trim the Paurotis Palms and Awabuki Viburnum at the Cipriani Way entrances off Veneto Blvd.

45. Remove the dead palm fronds on the roundabout on Cipriani Ct.

46. Remove the vines growing within the Ilex Shilling on the roundabout on Bellini Ct.

47. Remove the dead out of the Ilex Shillings on the Bellini Ct. roundabout. (Pic. 47)



48. Need to remove a dead frond off the Medjool Palm at the Vicenza Way roundabout.

49. Remove the vines growing within the Ilex Shilling at the Vicenza Way roundabout.

50. Treat the broadleaf turf weeds at the Vicenza Way North roundabout.

Pesaro, Avalini Park

51. Need to prune the Gold Mound and remove the hanging dead palm fronds at Valenza Ct. roundabout.

52. Still need to detail and cleanup the lift station on Portofino Dr. Weeds need to be removed and prune the shrubs. This has been on several reports. When will this be completed? (Pic. 52)



53. Remove the dead palm fronds at the roundabout on Terra Bella Ct.

54. The lift station on the South ROW on Pesaro Dr. East of Ciltadella by the golf course has been determined to belong to the CDD. It needs to be detailed. Weeds and pruning along all sides of the perimeter concrete fence.

55. Need to clean out the weeds growing in the Juniper on the North ROW beds on Pesaro Dr. and remove any dead limbs.

56. Avalini Park has been cleaned up and looks better. Please have it scheduled so it stays looking presentable year-round.



Tab 2



INVESTMENT ADVISORY AGREEMENT

Account Name: _____

Account Address: _____

Tax ID No. for Account (Social Security Number/EIN): _____

The undersigned ("Client") hereby employs Dana Investment Advisors, Inc. ("Advisor") as investment advisor for the Account referred to above (the "Account") on the following terms and conditions:

1. Appointment of Advisor. By execution of this Agreement and effective as of the effective date indicated herein, the Advisor accepts appointment as investment advisor for the Account and will supervise and direct investments of the Account subject to such limitations as the Client may communicate in writing to the Advisor from time to time. Advisor, as agent and attorney in fact with respect to the Account, when it deems appropriate, without prior consultation with Client, may in accordance with the Client's Account Guidelines, (i) buy, sell, exchange, convert and otherwise trade in any stocks, bonds and other securities of every kind and description (ii) retain the investment management services of one or more sub-advisors when it is deemed to be beneficial to achieving a Client's overall investment objectives, and (iii) place orders for the execution of such securities transactions with or through such brokers, dealers or issuers as Advisor may select. **The Advisor shall not act as Custodian for the Account.**

2. Standard of Care. It is agreed that the sole standard of care imposed upon Advisor by this Agreement is to act with the care, skill, prudence, and diligence under the circumstances then prevailing that a prudent man acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of a like character and with like aims. If the Account contains only a portion of the Client's total assets, Advisor shall only be responsible for those assets that the Client has designated to be the subject of the Advisor's investment management services under this Agreement without consideration to those additional assets not so designated by the Client. While Advisor will make a good faith effort to require brokers and dealers selected to effect Account transactions to perform their obligations, the Advisor shall not be responsible for any loss incurred by reason of any act or omission of any brokers, dealer or custodian for the Account provided the Advisor is not negligent in the selection or supervision of such broker, dealer or custodian. In maintaining its records, Advisor does not assume responsibility for the accuracy of information furnished by Client or any other party. **Advisor does not provide tax or legal advice.** Client should consult their personal accountant and/or legal counsel for additional guidance.

3. Investment Objectives and Restrictions. Client has specified in the Account Guidelines Section of this Agreement the investment objectives and any specific investment restrictions which govern the Account. It will be the Client's responsibility to notify the Advisor in writing, of any changes or modifications in the investment objectives of the Account as well as any additional investment restrictions applicable thereto. If Client deems any investments recommended or made for the Account to be in violation of such objectives or restrictions, Client must give the Advisor prompt written notice. Unless Client notifies Advisor in writing of specific restrictions, the investments recommended for, or made on behalf of the Account, shall be deemed not to be restricted under the current or future laws of any state or by virtue of the terms of any other contract or instrument purporting to bind the Client and Advisor. Unless specified differently by the Client in writing, Advisor shall, in accordance with Section 2, determine whether to sell or continue to hold any security that was authorized at the time of purchase but whose characteristics subsequently failed to meet the Client's Account Guidelines.

4. Service to Other Clients. It is understood that the Advisor performs investment advisory services for various clients and that the Advisor may give advice and take action with respect to other clients which may differ from advice given to Client or the timing or nature of action taken with respect to the Account. Transactions for each account generally will be effected independently unless Advisor decides to purchase or sell the same securities for several clients at approximately the same time. Advisor may (but is not obligated to) combine or “batch” such orders to obtain best execution, to negotiate more favorable commission rates or to allocate equitably among Advisor’s clients differences in prices and commissions or other transaction costs that might have been obtained had such orders been placed independently. Under this procedure, transactions will be averaged as to price and will be allocated among Advisor’s clients in proportion to the purchase and sale orders placed for each client account on any given day. Advisor agrees, to the extent practicable, to allocate investment opportunities to the Account over a period of time on a fair and equitable basis relative to other clients.

5. Fees. Advisor’s compensation shall be calculated on the basis of the market value of all assets under management and shall be paid in accordance with the Schedule of Fees which may be amended by Advisor from time to time upon thirty (30) days written notice to Client.

6. Pricing. Dana formally prices securities that are held in Client accounts at least monthly. Generally, securities are priced at month-end using “round lot” pricing provided by independent pricing services deemed reliable. At times, actual prices for “odd-lot” holdings may differ from those round-lot prices received by Dana. In addition, prices received by Dana may differ from time to time with prices reported on Client custodial statements. Month end pricing results, and the accrual of income from all sources, are also used to compile Client investment performance and to calculate and bill Dana’s investment management fees quarterly.

7. Agency Cross Transactions. Client authorizes Dana to effect transactions for the Client’s Account pursuant to which securities for such Account are purchased from or sold to another client of Dana. Client acknowledges that with respect to such agency cross transactions, Dana’s fiduciary obligations extend to both Client and the other party to the transaction and that a potential conflict of interest exists. Notwithstanding the foregoing, Dana will only enter into an agency cross transaction if it reasonably believes the transaction is appropriate for the Client’s Account and that the transaction can be effected in a manner which achieves the best price and execution in light of all the relevant factors. Client may revoke the foregoing authorization at any time by providing Dana with written notice of such revocation.

8. Termination; Assignment. This Agreement may be terminated at any time by either party giving to the other written notice of such termination. Fees paid in advance hereunder will be prorated to the date of termination specified in the notice of termination, and any unearned portion thereof will be refunded to Client. No assignment, as that term is defined in the Investment Advisers Act of 1940, of this Agreement shall be made by Advisor without the written consent of Client.

9. Notices. Unless otherwise specified herein, all notices and instructions with respect to any matters contemplated by this Agreement shall be deemed duly given when received in writing by Advisor at 20700 Swenson Drive, Suite 400, Waukesha, WI 53186, or when hand-delivered or deposited by first-class mail addressed to Client at the address appearing here stated and to the Custodian at such address as it may specify to the Advisor in writing, or at such other address or addresses as shall be specified. For the purposes of this section, both facsimile and e-mail messages are also acceptable modes of electronic communication. However, time sensitive transactional instructions (to include withdrawals and deposits) may only be communicated via actual phone conversation (voice mail messages excluded) or in non-electronic written communications. The Advisor may rely upon any notice (written or oral) from any person reasonably believed by it to be genuine and authorized.

10. Statements, Confirmations and Reports. Account statements and trade confirmations shall be provided to Client by the custodian of the Account. In the event that Advisor provides supplemental statements and reports to the Client, should those reports identify assets that are not managed by Advisor, client understands that such unmanaged assets are not subject to the Advisor’s investment management services.

11. Confidential Relationship. All information and advice furnished by either party to the other hereunder, including their respective agents and employees, shall be treated as confidential and shall not be disclosed to third parties except as required by law.

12. Inside Information. Advisor shall have no obligation to seek to obtain any material non-public (“inside”) information about any issuer of securities, or to purchase or sell, or to recommend for purchase or sale, for the Account the securities of an issuer on the basis of any such information as may come into its possession.

13. Proxies and Corporate Class Actions. The Advisor will take appropriate action and/or render advice with respect to the voting of proxies solicited by or with respect to the issuers of securities in which assets of the Account may be invested from time to time. Advisor is hereby authorized to retain the services of a Proxy Voting Agent to assist Advisor in researching, monitoring, and voting Client proxy statements. **Please refer to Advisor’s Proxy Voting Policies & Procedures.** However, due to the unique nature of Class Action settlement proceedings and claims procedures Client solely retains the authority to act upon any Class Action settlement or claims procedure brought on behalf of shareholders of a security that Client either currently owns or has previously owned during the applicable Class Action time period in question. Clients wishing to utilize third party securities class action litigation monitoring and claim filing services may do so by completing Item 19 of the Account Guidelines.

14. Representations by Client. The Client represents and confirms that the employment of the Advisor is authorized by the governing documents relating to the Account and that the terms hereof do not violate any obligation by which Client is bound, whether arising by contract, operation of law or otherwise, and, if the Client is a corporation or trust, that (a) this Agreement has been duly authorized by appropriate action and when executed and delivered will be binding upon Client in accordance with its terms, and (b) the Client will deliver to Advisor such evidence of such authority as Advisor may reasonably require, whether by way of a certified resolution or otherwise.

15. Representations by Advisor. By execution of this Agreement, Advisor represents and confirms that it is registered as an investment advisor under the Investment Advisers Act of 1940 and that with respect to the performance of its duties hereunder with respect to the Account (if it is a qualified employee benefit plan), Advisor is a “fiduciary” as defined under the Employee Retirement Income Security Act of 1974.

16. Governing Law. This Agreement shall be governed by the laws of the State of Florida.

ACCOUNT GUIDELINES

1. The **investment objectives** governing the Account are:

2. Transactions for the Account shall be subject to the following specific **restrictions and limitations** (if none, state “none”):

3. The foregoing investment objectives, restrictions and limitations shall govern the Account unless and until Advisor receives written notice from Client of any changes to or modifications of the foregoing.

4. Type of account: _____
(Individual, Corporate, Municipality, Not for Profit, IRA, Retirement Plan, Etc.)

5. Account is: Discretionary _____ Non-Discretionary _____

6. Taxable Account? Yes _____ No _____

7. Are there any third-party and/or regulatory-imposed restrictions on investments?

Yes _____ No _____

If yes, explain:

8. Investment Strategy (%):

Dana All Cap Equity	_____	Dana Intermediate Bond	_____
Dana Unconstrained Equity	_____	Dana Limited Volatility	_____
Dana Carbon Sensitive ESG Equity	_____	Dana Municipal Bond	_____
Dana Catholic ESG Equity	_____	Dana Preferred Income	_____
Dana Large Cap Equity	_____	Dana Unconstrained Dividend Equity	_____
Dana Large Cap Growth Equity	_____	Dana Social ESG Bond	_____
Dana Large Cap Value Equity	_____	Wealth Management (Mutual Funds, ETFs, etc.)	_____
Dana Small Cap Equity	_____		
Dana Social ESG Equity	_____	Other:_____	_____

9. Permitted assets (check all that apply):

Government Bonds _____	Equities _____
Adjustable Rate Mortgages (ARM) _____	Fixed Rate Mortgage Bonds _____
Collateralized Mortgage Obligations (CMO) _____	Agency Bonds _____
Corporate Bonds _____	Asset Backed Bonds _____
Preferred Stocks _____	Mutual Funds _____ (Open End, Closed End, ETFs)
Municipal Bonds _____	

Federal Tax Bracket: _____ % State Tax Bracket: _____ % State of: _____

Can municipal bonds subject to AMT taxation be purchased? Yes _____ No _____

10. Minimum Credit Rating _____ **Is the credit rating:** **Per Security** _____
(AAA, AA, A, etc.) **Portfolio Avg.** _____

11. Expected maximum price volatility in any 12 month period:

2-5% _____ 3-7% _____ 5-10% _____ 10% + _____
(Mandatory for accounts greater than 60% Equity)

12. Account's investment horizon:

0-3 years _____ 3-5 years _____ 5-10 years _____ More than 10 years _____

13. Expected annual cash withdrawals: \$ _____
(Please attach any planned withdrawal schedule.)

14. Is there a parity requirement? Yes _____ No _____
(i.e. Is the account pledged or held in escrow?)

15. List desired investment comparables or benchmarks:

16. How often would you like to meet in person with Dana representatives?

Annual _____ Semi-Annual _____ Quarterly _____ N/A _____

17. Are there any unique reporting requirements for this account?

18. To assist us in setting up billing information on your account, please check one of the following billing alternatives.

_____ Bill Client Directly – client will be sent an invoice

_____ Deduct Fees from Client Account – client will be sent a copy of invoice

– I hereby authorize the custodian to pay Dana Investment Advisors, Inc.’s management fee from the account listed below. The custodian shall rely on Dana Investment Advisors, Inc.’s invoices and have no responsibility for the calculation or verification of fees.

Custodian Name: _____

Account Number: _____

_____ Deduct Multiple Fees from a Single Account – client will be sent a copy of invoice

If Dana manages multiple accounts and you would like billing aggregated and deducted from a single account, please provide applicable account information below.

– I hereby authorize the custodian to pay Dana Investment Advisors, Inc.’s management fee from the account listed below. The custodian shall rely on Dana Investment Advisors, Inc.’s invoices and have no responsibility for the calculation or verification of fees.

Custodian Name: _____

Account Number: _____

(Optional) Complete if Advisor/Consultant/Accountant should receive a copy of invoice:

Name: _____ Company: _____

Email: _____

19. How will you be handling securities class action claim submissions? (Please check one)

_____ (Option 1) - I wish to be included in CCC’s Securities Class Action Litigation Monitoring and Claim Filing Service. *(Please see the attached letter regarding Securities Class Action Litigation Monitoring and Claim Filing Service for additional details and fee related information).*

_____ (Option 2) - I have a procedure in place to address securities class action claims (e.g. my attorney, other personal representative, trust company, etc., files claims on my behalf)

_____ (Option 3) - I will file claims myself (default if no option is selected)

(Optional) Occasionally, Dana receives class action claim paperwork. If you would like Dana to forward any paperwork that is received that identifies your account as a potential claimant, please provide the name and address of the person that Dana should forward any applicable class action paperwork to.

Name: _____

If preferred by email to: _____

(email address)

or

If preferred by mail to: _____

(mailing address, city, state, zip)

SCHEDULE OF FEES

Investment Advisory fees are quoted on an annual basis. Account fees are computed and billed quarterly, based upon the value of the account at the end of the previous calendar quarter or upon date of initial or subsequent funding. All assets in any form are considered in the computation of fees. Annual Fee Schedule:

Advisor charges no other fees such as acceptance or termination fees.

The fee schedule shown above is the current fee schedule for new accounts with Dana Investment Advisors, Inc. Since the inception of Advisor's business, it has had at least one other fee schedule in effect. Therefore, some of the clients of Dana Investment Advisors, Inc. are paying fees different from those shown above.

APPOINTMENT AUTHORIZATION

This is to confirm the appointment of Dana Investment Advisors, Inc. as investment advisor for the above-captioned account with discretionary authority as agent and attorney-in-fact on behalf of the Account and within all restraints and limitations as specified in Client's Account Guidelines or applicable Investment Policy Statement to: (a) buy, sell, exchange, convert and otherwise trade in any security of every kind and description including money market instruments as Advisor may select, and (b) place orders for the execution of such securities transactions with or through such brokers, dealers, or issuers as Advisor may select, and (c) establish, transfer, and terminate accounts in Client's name with either executing or custodial investment or financial institutions to specifically include the authority to execute prime brokerage agreements on behalf of Client's Account.

It is further understood that Advisor may deliver to any securities brokerage firm executing transactions on behalf of the Account, a copy of this document evidencing the authority of the Advisor to act for and on behalf of the Account in matters such as: voting of proxies, tendering and redeeming securities and taking action on any other appropriate matter affecting Client's investments. In the event this authority is terminated, by death or otherwise, any party to whom a copy of this document has been delivered as evidence of the Advisor's authority, shall be held harmless from any loss or liability incurred as a result of any action taken in reliance thereon after such termination but before notice of such termination has been received by such party.

RECEIPT ACKNOWLEDGEMENT

Signature below verifies that I have received the following documents: Dana Investment Advisors, Inc. Form ADV Part 2A and 2B, Corporate Privacy Policy and Practices Statement, and Proxy Voting Policy and Disclosure.

CLIENT:

By: _____
(Client's Authorized Signature)

(Print Name and Title)

(Client's Authorized Signature)

(Print Name and Title)

DANA INVESTMENT ADVISORS, INC.:

By: _____
Mark R. Mirsberger, CEO

Agreed and Accepted this _____
day of _____, 20____



Optional Securities Class Action Litigation Monitoring and Claim Filing Service

Dear Client:

As a reminder, Dana does not file for class action claims in the ordinary course of providing its investment management services, nor does Dana process the applicable forms or monitor claim submission progress. You are responsible for pursuing these types of securities claims yourself. In order to pursue a securities claim yourself, you generally must retrieve the trade data from your account statements and complete and file the appropriate claim form(s) and supporting documentation on your own. In limited circumstances, your custodian may file class action claims on your behalf. You should check with your custodian to determine whether or not class action claims are being filed on your behalf. If another party is **not** filing class action claims for you, we recommend that you consider utilizing the services of Chicago Clearing Corporation (CCC) to assist you with addressing the proliferation of securities class action litigations and the complexities of the claim filing process. Using CCC's services should help you to maximize your potential recovery from these claims, as many clients either fail to file the appropriate forms on time, or their claims are rejected due to errors in the information that is provided.

CCC's sole business is securing class action claim settlements for their clients. CCC monitors each claim you have, collects the applicable documentation, interprets the terms of each settlement, files the appropriate claim form(s), interacts with the claims administrators and then distributes your share of the award to you. CCC charges a contingency fee of 15%, which is subtracted from your award at the time of payment. Dana does not receive any portion of the contingency fee. Payments will arrive in the form of a check mailed to your address of record. It is your responsibility to notify Dana of any change of address for payment purposes.

If you choose to utilize CCC's services, we will simply provide basic account information to CCC to assist them with researching class action suits on your behalf. Please note that CCC will only receive the data that Dana has on record and therefore, CCC can only file claims for the time period for which you were a client of Dana's. If you terminate your relationship with Dana, the filing services offered by CCC will also be discontinued, whereby you will then become responsible for filing such claims again. In addition, you may freely terminate CCC services at any time by notifying Dana in writing. If you choose not to participate, CCC will not monitor any class action suits for which you may be entitled to awards and will not process any claim forms on your behalf.

Item 19 of the Account Guidelines section of the Investment Advisory Agreement requires you to indicate how you will be handling securities class action claim submissions. If you agree with having CCC file and monitor class action settlement claims on your behalf, please check Option 1. If you check Option 2 or Option 3, you choose to file class action claims yourself or you have another procedure in place to address securities class action claims. [Note: you should check Option 2 if your custodian/trust company, or other personal representative is filing class action claims on your behalf.] If no option is selected, the default answer will be Option 3.

Thank you for the opportunity to serve you.

Very truly yours,

DANA INVESTMENT ADVISORS, INC.



CORPORATE PRIVACY POLICY AND PRACTICES STATEMENT

Federal legislation requires all investment advisors registered with the SEC to provide a privacy notice to all of their clients.

This notice will describe our practices and policies concerning our handling of your personal information.

Protecting and Safeguarding Your Nonpublic Personal Information

Our relationship with our clients is of utmost importance to us. As you have entrusted us with your private financial information, we will always act accordingly to maintain that trust. Our employees are trained so that your personal information is held in strict confidence and safeguarded. Physical, procedural, and electronic safeguards are in place and well established.

Nonpublic Personal Information We Collect to Serve You

The nonpublic personal information we use is collected to enable us to open and administer your account, process your transactions, and help us to provide you with quality service. The information we collect may include name, address, phone number, email address, birth date, social security number (or tax ID number) and information about your income, net worth, risk tolerance and investment experience. Personal information is collected to meet our regulatory obligations. This information is neither sold nor otherwise disseminated to disinterested outside parties.

Nonpublic Personal Information is Held in Strict Confidence

Personal information is not disclosed to any third parties unless it is necessary for processing investment transactions or for the servicing of one or more of your investment accounts. We will always act in good faith and disclose only the information that is required or permitted under law. If, at any time, it is necessary to disclose any of your nonpublic personal information in a manner that is not consistent with this policy, you will be notified in advance in order to have the opportunity to opt out of such disclosure. If, at any time, you decide to close your account(s) or become an inactive client, we will continue to adhere to our ongoing privacy policies and practices as described in this notice and as amended by any future notices.

Public Personal Information is Used in a Limited Capacity

Personal information regarding high net worth individuals is not used for marketing purposes. Certain public information identifying the name of an institutional client and its corresponding industry group, or State location, is occasionally used in direct presentations to potential clients. This information is often required by institutional client prospects and helps us to demonstrate our knowledge of a potential client's investment management needs through past experience with similarly situated clients. Rarely is any other public information disclosed beyond this limited capacity. You will always have the right to opt out of such a limited disclosure by informing us in writing of your intentions.

We reserve the right to change this Privacy Policy at any time without notice and will notify clients of any modifications on an annual basis.



PROXY VOTING POLICY AND DISCLOSURE

Overview

Proxy statements deserve careful review and consideration. Increasingly, they contain controversial issues involving shareholder rights and corporate governance. Therefore, it is Dana's policy to review these issues and make decisions exclusively on the judgment of what will best serve the financial interest(s) of our clients.

In order to provide ongoing professional analysis and recommendations regarding each proxy statement, Dana has retained the services of Institutional Shareholder Services, Inc. ("ISS"), a leader in providing proxy voting services to the investment advisor community. The partnership with ISS allows for the seamless delivery of proxies from the client's custodial institution to ISS. Once at ISS, each proxy statement is analyzed according to ISS' Proxy Voting Guidelines ("ISS Guidelines"). A number of recurring issues can be identified with respect to the governance of a company and actions proposed by that company's board. Following a standard proxy voting guideline such as the ISS Guidelines allows votes to be cast in a uniform manner. All non-routine matters are also addressed in the ISS Guidelines. In addition, the following key points apply to related proxy issues:

Procedures used to address any potential conflicts of interest.

Dana bases its votes on a pre-established set of policy guidelines and on the recommendations of an independent third party; namely, ISS. Using ISS Guidelines, ISS makes recommendations based on its independent, objective analysis of the economic interests of shareholders. This process helps to ensure that proxies are voted in the best interests of client shareholders, further insulating the voting decisions from any potential conflicts of interest.

The extent to which Dana delegates proxy voting authority to or relies on recommendations of a third party.

As noted above, Dana relies on the recommendations of ISS. However, Dana maintains ultimate responsibility for voting proxy statements, and retains the ability to override any ISS vote recommendation that Dana believes to be in the best interests of client shareholders. In addition, Dana conducts its own independent proxy voting research for shareholder initiatives related to Dana's ESG integrated investment strategies that Dana may also rely upon to override ISS vote recommendations. Lastly, Dana periodically receives specific instructions from certain client shareholders to vote their shares in a particular manner. In certain cases such as this, it is possible that Dana may vote in more than one way on the same issue for various clients.

The extent to which Dana will support or give weight to the views of management of a portfolio company.

Dana bases all voting decisions on the ISS Guidelines and on ISS recommendations, both of which are driven by considerations believed to be in the best interests of client shareholders.

Policies and procedures relating to matters substantially affecting the rights of the holders of the security being voted.

ISS Guidelines include a section devoted specifically to shareholder rights. Dana generally supports shareholder voting rights and opposes efforts to restrict them.

Obtaining additional information relating to Dana's proxy voting procedures.

Dana will provide complete copies of its proxy voting guidelines to any client (or prospective client) shareholder upon request. Requests should be made by contacting Dana's Chief Compliance Officer, Michael Stewart, at either (262) 782-8658 or via e-mail at michaels@danainvestment.com.

Item 1. Introduction

Dana Investment Advisors, Inc. (“Dana”) is registered with the Securities and Exchange Commission (SEC) as an investment adviser. Brokerage and investment advisory services and fees differ. It is important for you to understand these differences. Free and simple tools are available to research firms and financial professionals at [Investor.gov/CRS](https://investor.gov/CRS), which also provides educational materials about broker-dealers, investment advisers, and investing.

Item 2. Relationships and Services

What investment services and advice can you provide me?

We offer investment advisory services to retail investors. Dana engages in the business of furnishing “investment supervisory services” to clients, which is giving continuous investment advice to clients on the basis of each client’s individual needs. Dana offers advice on a broad range of non-proprietary publicly traded securities (i.e., stocks, bonds, mutual funds, and ETFs). Clients sign an investment management agreement identifying if Dana will provide its services on a discretionary or non-discretionary basis. For accounts managed on a discretionary basis, Dana will make buy and sell decisions without your involvement. If Dana manages your account on a non-discretionary basis, Dana will seek your prior approval for transactions. Client investments are monitored and reviewed at least monthly. Dana’s minimum account size for retail investors is \$1,000,000, but in certain circumstances, Dana may waive this minimum.

For additional information, please see Items 4 and 7 of Dana’s Form ADV Part 2A Brochure which is available online at <https://www.danainvestment.com/ADV>.

Key Questions to Ask Your Financial Professional:

- *Given my financial situation, should I choose an investment advisory service? Why or Why Not?*
- *How will you choose investments to recommend to me?*
- *What is your relevant experience, including your licenses, education and other qualifications? What do these qualifications mean?*

Item 3. Fees, Costs, Conflicts, and Standard of Conduct

What fees will I pay?

The following summarizes the principal fees and costs associated with engaging our firm for investment advisory services. For detailed information, refer to our Form ADV Part 2A Brochure, Item 5.

- **Asset Based Fees** – Fees are computed, billed and payable quarterly in advance, based upon your account value at the end of the prior calendar quarter. All assets under Dana’s supervision, in any form (to include cash and money market balances), are considered in the computation of asset based fees. Client fees may vary based upon differences in account value, investment composition and any unique servicing needs that a client might have. With asset based fees, we might have an incentive to increase the value of your account(s). This could create a conflict for those clients holding illiquid or hard-to-value assets; as well as for those clients that might be risk adverse. These potential conflicts are addressed in the Account Guidelines section of Dana’s Investment Advisory Agreement, which seeks to identify many different aspects of investment suitability for each client.
- **Fixed Fees** – In limited circumstances, Dana may charge a fixed dollar fee for its investment management services which is not based upon the value of a client’s account(s). This could create a conflict in that Dana may not have an incentive to increase the market value of a client’s account(s).

- Additional fees - A client might also pay custodian fees, account maintenance fees, and transaction charges related to purchasing and selling individual stocks, bonds, mutual funds and exchange-traded funds.

You will pay fees and costs whether you make or lose money on your investments. Fees and costs will reduce any amount of money you make on your investments over time. Please make sure you understand what fees and costs you are paying. For additional information, please see Item 5 of Dana's Form ADV Part 2A Brochure which is available online at <https://www.danainvestment.com/ADV>.

Key Questions to Ask Your Financial Professional:

- *Help me understand how these fees and costs might affect my investments.*
- *If I give you \$10,000 to invest, how much will go to fees and costs, and how much will be invested for me?*

What are your legal obligations to me when acting as my investment adviser? How else does your firm make money and what conflicts of interest do you have?

When we act as your investment adviser, we have to act in your best interest and not put our interest ahead of yours. At the same time, the way we make money creates some conflicts with your interests. You should understand and ask us about these conflicts because they can affect the investment advice we provide you. Here is an example to help you understand what this means: A conflict could arise where Dana has an incentive to provide a more favorable investment opportunity to clients with larger account values, or to clients that might be charged higher advisory fees. We seek to address this potential conflict by aggregating client transactions whenever possible, thereby prorating favorable investment opportunities across varying types of client accounts at the same time.

Key Questions to Ask Your Financial Professional:

- *How might your conflicts of interest affect me, and how will you address them?*

For additional information, please see Items 4, 6, 10, 11 and 17 of Dana's Form ADV Part 2A Brochure which is available online at <https://www.danainvestment.com/ADV>.

How do your financial professionals make money?

All employees are compensated with a combination of base salary, and incentive bonus tied to individual and corporate goals and objectives. Compensation is based on the overall profitability of Dana and not on the value of assets managed.

Item 4. Disciplinary History

Do you or your financial professionals have legal or disciplinary history?

No, our firm and/or our financial professionals do not have any legal or disciplinary history. Visit Investor.gov/CRS for a free and simple search tool to research us and our financial professionals.

Item 5. Additional Information

For additional information about our services, please visit Dana's website at <https://www.danainvestment.com> or search CRD#105879 on the SEC's website www.adviserinfo.sec.gov. If you would like additional information, a copy of this customer relationship summary, or our Form ADV Part 2 disclosure, please call 262-782-3631 or email info@danainvestment.com.

Key Questions to Ask Your Financial Professional

- *Who is my primary contact person?*
- *Who can I talk to if I have concerns about how this person is treating me?*

Dana Investment Advisors, Inc.
Part 2A of Form ADV: Firm Brochure

Item 1 **Cover Page**



Dana Investment Advisors, Inc.
20700 Swenson Drive, Suite 400
Waukesha, WI 53186
262-782-3631
www.danainvestment.com

March 30, 2022

This brochure provides information about the qualifications and business practices of Dana Investment Advisors, Inc. If you have any questions about the contents of this brochure, please contact us at 262-782-3631 or michaels@danainvestment.com. The information in this brochure has not been approved or verified by the United States Securities and Exchange Commission or by any state securities authority.

Additional information about Dana Investment Advisors, Inc. is available on the SEC's website at www.adviserinfo.sec.gov.

Dana Investment Advisors, Inc.
Form ADV Part 2A
March 30, 2022

Item 2 Material Changes

There were no material changes to Dana's ADV Part 2 for this reporting period.

Dana Investment Advisors, Inc.
Form ADV Part 2A
March 30, 2022

Item 3 Table of Contents

Form ADV Part 2A: Firm Brochure

Item 1	Cover Page	1
Item 2	Material Changes	2
Item 3	Table of Contents	3
Item 4	Advisory Business	4
Item 5	Fees and Compensation	5
Item 6	Performance-Based Fees and Side-by Side Management	6
Item 7	Types of Clients	7
Item 8	Methods of Analysis, Investment Strategies and Risk of Loss	7
Item 9	Disciplinary Information.....	11
Item 10	Other Financial Industry Activities and Affiliations	11
Item 11	Code of Ethics, Participation or Interest in Client Transactions and Personal Trading	11
Item 12	Brokerage Practices	12
Item 13	Review of Accounts	14
Item 14	Client Referrals and Other Compensation	14
Item 15	Custody	15
Item 16	Investment Discretion	15
Item 17	Voting Client Securities	15
Item 18	Financial Information.....	16

Form ADV Part 2B: Brochure Supplement

Item 1	Cover Page	17
Item 2	Educational Background and Business Experience	18
Item 3	Disciplinary Information.....	21
Item 4	Other Business Activities.....	21
Item 5	Additional Compensation	21
Item 6	Supervision	21
Item 7	Requirements for State-Registered Advisers	22

Dana Investment Advisors, Inc.
Form ADV Part 2A
March 30, 2022

Item 4 Advisory Business

Dana Investment Advisors, Inc. (“Dana”) is an independent investment management firm that was founded and began managing assets in 1980. On April 1, 1985, the Firm was incorporated under the same name and elected treatment as a Sub Chapter S Corporation. Also on that date, Dana became an SEC registered investment advisor under the Investment Advisors Act of 1940.

Dana’s principal owners are: Mark R. Mirsberger and Jerome (Joe) Veranth. Dana has been 100% employee owned since inception. Dana currently has broad ownership spread throughout senior management and portfolio management staff, as well as other professionals, in the form of voting and nonvoting stock. We expect continued dispersion of employee ownership as part of our employee retention and long-term succession plan.

Dana is primarily engaged in the business of furnishing “investment supervisory services” to clients, which is defined as the giving of continuous advice to clients as to the investment of funds on the basis of individual needs of each client. Investment supervisory services may be provided on a discretionary or non-discretionary basis. As of December 31, 2021, Dana managed \$4,091,332,690 of client discretionary regulatory assets under management and \$555,707,207 of client non-discretionary regulatory assets under management. Model Based and Unified Managed Account (UMA) program assets were \$3,570,703,150. Dana may provide advisory services for clients that do not involve direct investment supervision as is the case in Model Based and UMA program portfolio arrangements traded by third parties. Dana does not have final trading authority on Model Based and UMA program portfolios traded by third parties; therefore, these assets are excluded from Dana’s regulatory assets under management.

Dana does not issue periodic publications relating to securities on a subscription basis, nor prepare or issue special reports or analyses relating to securities that are not part of its investment supervisory services, nor prepare or issue any charts, graphs, formulas, or other devices that clients may use to evaluate securities.

At the beginning of each new relationship, a client’s overall objectives are explored at length. Dana’s investment processes are then explained in detail. Clients are able to place reasonable restrictions on Dana’s investment discretion, to include limiting investments in certain securities and types of securities. Any such restrictions must be communicated to Dana in writing. Either the client’s own Investment Policy Statement or Dana’s completed Account Guidelines Form is used to identify where Dana’s investment processes could help clients achieve their overall investment objectives while taking into account any stated restrictions. This process helps to outline the client’s investment time horizon, potential cash flow needs, and comfort level with the return volatility of the proposed investment process, among other things. Because market conditions and security valuations are constantly changing, the overall suitability of the investment process is periodically re-assessed and any required changes to the original allocation are made at that time.

Dana participates as an investment manager for multiple wrap fee programs that are sponsored by third-party institutions. Dana does not sponsor its own wrap fee program. Investment management provided to wrap fee clients is substantially the same as that provided to non-wrap fee clients. However, practical restraints to the management of wrap fee accounts may exist. Most notably, the smaller asset value of certain wrap fee accounts may result in a higher concentration of individual portfolio holdings. Administrative restrictions imposed by wrap fee sponsors can result in differences as well.

In addition to wrap fee programs, Dana’s investment management services are also made available through various Model Based and Unified Managed Account (UMA) programs that are sponsored by third-party

Dana Investment Advisors, Inc.
Form ADV Part 2A
March 30, 2022

institutions. Dana provides Model Based and UMA program sponsors with regular updates to the investment holdings (i.e., “models”) contained in certain Dana managed investment strategies. Program sponsors then utilize one or more of Dana’s investment models to invest their client assets. In these situations, the program sponsor is ultimately responsible for implementing (i.e., trading) Dana’s ongoing investment recommendations and for performing many other services and functions typically handled by Dana in a discretionary managed account program. Dana offers no other services to Model Based and UMA accounts. UMA program sponsors generally exercise investment discretion and, in many cases, brokerage discretion, so performance and other information relating to Dana’s non-UMA services, for which Dana does exercise investment and/or brokerage discretion, is generally provided for informational purposes only and may not be representative of actual UMA program client results or experience.

Providing investment management services to both discretionary separately managed and wrap fee client accounts and to Model Based and UMA program sponsors can give rise to certain conflicts of interest. Dana’s recommendations implicit in the investment models provided to Model Based and UMA program sponsors typically reflect strategy-specific recommendations also being made by Dana to other separately managed client accounts. As a result, Dana may have already commenced trading for its discretionary separately managed client accounts before the program sponsor has received or had the opportunity to evaluate and act upon Dana’s investment model recommendations. This could ultimately result in client trades placed by the program sponsor being subject to price movements, particularly with large orders or where the securities are thinly traded, which may result in model program clients receiving prices that are less favorable than those prices obtained by Dana for its discretionary client accounts. In order to address this potential conflict, Dana has developed a trade rotation policy that helps to ensure that all Dana investment recommendations are communicated to Model Based and UMA program sponsors on a fair and equitable basis.

Item 5 Fees and Compensation

Fees will typically be computed, billed, and made payable quarterly in advance, based upon the valuation of all client assets under Dana’s management as of the last business day of the prior calendar quarter or on the client’s inception date when applicable.

All assets in any form under Dana’s supervision are considered in the computation of fees. Money invested in cash balances, money market assets, client-directed assets, or notes will be included.

In computing the combined market value of a client’s account, each security listed on any national securities exchange shall be valued at the last quoted sale price on the valuation date of the principal exchange on which such security is traded. Any other security or asset shall be valued in a manner determined in good faith by Dana to reflect its fair market value.

Dana obtains prices on exchange traded securities from an independent third-party pricing service on a daily basis. All other securities are priced at least monthly. Generally, fixed income securities are priced at month end using round-lot pricing provided by independent pricing services deemed reliable. At times, actual prices for odd-lot fixed income holdings may differ from those round-lot prices received by Dana. In addition, prices received by Dana may differ from time to time with prices reported on client custodial statements. When monthly pricing data is received, Dana portfolio managers review the pricing by considering numerous factors including prior month-end price, recent trade activity, change in credit quality, change in yield spread, change in prepayment rate, change in yield curve rates, and overall market

Dana Investment Advisors, Inc.
Form ADV Part 2A
March 30, 2022

sentiment. For securities with specific characteristics not reasonably reflected in independent pricing sources (such as call dates or recent trade activity), to include AMT PAC structure municipal bonds, Dana may manually override independent pricing sources to determine a reasonable round-lot fair value. Month-end pricing results, and the accrual of income from all sources, are also used to compile client investment performance and to calculate and bill Dana's investment management fees quarterly.

Dana's advisory fees for equity, balanced, and fixed income accounts are currently calculated at the below annual rates, however, Dana's investment management fees may vary based upon the differences in size, composition and servicing needs of client accounts.

Equity			Balanced			Fixed Income		
First	\$10,000,000	0.75% per year	First	\$10,000,000	0.65% per year	First	\$10,000,000	0.35% per year
Next	\$15,000,000	0.65% per year	Next	\$15,000,000	0.55% per year	Next	\$15,000,000	0.25% per year
Over	\$25,000,000	0.50% per year	Over	\$25,000,000	0.45% per year	Over	\$25,000,000	0.20% per year

All fees are subject to adjustment with a sixty (60) day prior notification being sent to clients. Dana charges no other fees, such as acceptance or termination fees. The fee schedule shown above is Dana's current fee schedule for new accounts. Fees may be negotiable for accounts of substantial size or efficiency. Clients determine whether fees are directly deducted from their account(s) or whether they prefer to be billed and pay fees from other sources.

In addition to the fee schedule described above, clients may also incur brokerage, securities exchange and other similar trading related costs, custodian fees, and expenses related to investments in open-end, closed-end, and exchange-traded mutual funds. For more information, see Item 12 regarding Brokerage Practices. Clients invested with Dana through a wrap fee program will generally pay fees only to the program sponsor and not to Dana directly. The wrap fee program sponsor will then pay Dana the applicable management fee that is described in the wrap fee program disclosure documents, which may be different from Dana's stated advisory fees listed above.

An advisory contract may be terminated by a client or by Dana at any time upon written notice being delivered to the other party. If termination occurs with more than 60 calendar days remaining in the quarter, advisory fees paid in advance will be pro-rated to the date of termination stated in the notice of termination and any unearned portion will be promptly refunded to the client.

Item 6 Performance-Based Fees and Side-by Side Management

Dana accepts a performance-based investment advisory fee for managing certain client accounts. Generally, Dana earns a performance fee when the client's investment performance exceeds a mutually agreed upon target level or benchmark. This type of fee structure is different from Dana's normal investment advisory fee presented in Item 5, which is based upon a percentage of the combined value of a client's assets ("asset based fee"). Dana's portfolio managers can at times manage a set of client accounts where Dana's advisory fee is asset based for some clients and performance based for others. This may give rise to a conflict of interest whereby certain investment opportunities could be provided to a performance-based fee account before they are provided to an asset-based fee account. Dana addresses this potential conflict in several ways so as to eliminate any negative or unintended consequences for clients being charged an asset-based fee. First, wherever possible Dana seeks to aggregate or batch client trades together ("trade aggregation") in order to directly pass along to clients any pricing advantage or trading-related savings in the form of

Dana Investment Advisors, Inc.
Form ADV Part 2A
March 30, 2022

lower commissions charged by brokerage firms that execute a client's transactions. Trade aggregation is accomplished without regard to the type or amount of advisory fee paid by the client. Next, Dana systemically rotates investment and trading opportunities amongst all clients on a regular basis so as not to favor one particular client or client group over another.

Item 7 Types of Clients

Generally, Dana's client base consists of qualified pension and profit-sharing plans, Taft Hartley plans, unions, financial institutions such as banks and credit unions, insurance companies, public sector entities such as cities and counties, health care facilities, corporations, charitable foundations and other charitable organizations, and certain high net worth individuals.

While Dana's targeted minimum account size is \$1,000,000, Dana may waive this minimum requirement in certain circumstances.

Item 8 Methods of Analysis, Investment Strategies and Risk of Loss

Securities Analysis

Equity Investments

For each equity-based investment strategy, Dana's investment philosophy considers the relative risk versus return characteristics of each security selected. Dana seeks to identify companies that are relatively undervalued to their peers, with attractive growth expectations, and which it is believed over time will produce superior returns relative to a client's stated benchmark. Risk control guidelines are designed to help minimize downside performance risk and are in integral part of Dana's investment process. Limiting position sizes and sector allocations are some of the risk controls utilized. Achieving a client's investment return goals is also an important component within Dana's security selection process.

In analyzing and selecting individual securities to include in an equity strategy, Dana performs an array of quantitative and fundamental analyses to filter down the universe of available investments to a more manageable level. Characteristics such as earnings growth, price/earnings ratios, cash flow, and debt ratios are but a few of the critical items that Dana utilizes. Next, Dana compares the future earnings growth prospects of each company against other companies within the same sector. Individual securities are then selected based upon an analysis of all relevant data. The resulting portfolio exhibits overall characteristics that Dana believes will produce above-average returns over a market cycle.

Fixed Income Investments

Client goals and investment time horizon play the primary role in properly identifying a potential fixed income asset allocation. Focusing on current income, credit quality, and limiting interest-rate sensitivity are crucial components of Dana's investment process. Resulting client portfolios typically consist of U.S. government, agency, municipal, and corporate securities with an average credit quality of at least investment grade.

Dana Investment Advisors, Inc.
Form ADV Part 2A
March 30, 2022

Types of Investment and ESG Related Strategies

Dana manages multiple equity and fixed income based investment strategies that are able to incorporate several different investment objectives. Dana's relative-value investment approach is designed around a roughly equally weighted portfolio of equity securities exhibiting above-average earnings growth at lower relative prices. Dana's concentrated investment approach seeks to generate long-term capital appreciation through the purchase of a limited number of quality companies that exhibit strong relative value and growth characteristics. The Dana unconstrained investment approach endeavors to generate long-term capital appreciation that exceeds the client's stated benchmark return, through the purchase of a limited number of companies that are able to thrive across disparate market environments. In contrast to Dana's equity investment strategies, Dana's fixed income strategies seek to place considerable importance on income securities that exhibit high credit quality, high current income, and sufficient overall cash flow.

In addition to the above, the investment approaches used for Dana's equity and fixed income ESG strategies then further integrate a mix of exclusionary screening, positive and negative screening, and other desirable ESG metrics in the investment process. This results in Dana's ESG integration process utilizing a variety of Environmental, Social and Governance factors and resources in order to further identify and evaluate additional ESG-specific criteria that might impact either a security's risk or return profile. Dana then combines its proprietary ESG integration approach with any client-directed social screens for those clients that wish to align their investments with their unique missions and beliefs. Dana's social exclusions often emphasize revenue bands designed to exclude investments in companies that primarily derive revenue in the following types of industries: tobacco, gambling, alcohol, adult entertainment, military & weapons, and private prisons. In addition to Dana's equity and fixed income strategies, Dana may also utilize a customized investment allocation that may incorporate other securities and investment approaches designed to meet a client's unique investment objectives. Dana does not utilize leverage, margin transactions, or engage in short sales, but some of these strategies may be used at the direction of the client in order to implement appropriate tax planning strategies and to address other client-specific investment objectives. All investments have one or more risks associated with them, to include the risk of financial loss. Clients should understand this and be prepared to bear one or more of the below types of investment risks.

Common Investment Risks

Dana Domestic and International Equity Strategies – Potential risks associated with equity (i.e., stock) investments:

Investment Style Risk. The Adviser's judgments about the attractiveness, value, and potential appreciation of a particular asset class or individual security in which a client invests may prove to be incorrect and there is no guarantee that the Adviser's judgment will always produce the intended results.

Market Risk. Overall stock prices can decline due to changes in the economic outlook, interest rates, and political or social events in the U.S. or abroad. All stocks are subject to these risks.

Sector Risk. A client's portfolio may be overweighted in certain sectors; therefore, any negative development affecting those sectors will have a greater impact on the client's investments.

Liquidity Risk. Liquidity risk exists when particular investments would be difficult to purchase or sell, possibly preventing clients from selling such securities at an advantageous time or price.

Mid-Cap and Small-Cap Risk. Stocks of mid-cap and small-cap companies can exhibit greater risk than stocks of larger companies. Many of these companies are young and have a limited track record. Their securities may

Dana Investment Advisors, Inc.
Form ADV Part 2A
March 30, 2022

trade less frequently and in more limited volume than those of more mature companies. Mid-cap and small-cap companies also may lack the managerial, financial, or other resources necessary to implement their business plans or succeed in the face of competition or economic turmoil.

Foreign Investing Risk. Foreign investing involves risks not typically associated with U.S. investments. These risks include, among others, adverse fluctuations in foreign currency values, as well as adverse political, social, and economic developments affecting a foreign country. In addition, foreign investing involves less publicly available information and more volatile or less liquid securities markets. Investments in foreign countries could be affected by factors not present in the U.S., such as restrictions on receiving the investment proceeds from a foreign country, foreign tax laws, and potential difficulties in enforcing contractual obligations. Foreign accounting may be less transparent than U.S. accounting practices, and foreign regulation may be inadequate or irregular. Owning foreign securities could cause the Fund's performance to fluctuate more than if it held only U.S. securities.

Emerging Markets Risk. Countries with emerging markets may have relatively unstable governments, social and legal systems that do not protect shareholders, economies based on only a few industries, and securities markets that trade a small number of issues. In addition, emerging securities markets may have different clearance and settlement procedures, which may be unable to keep pace with the volume of securities transactions or otherwise make it difficult to engage in such transactions.

Net Asset Value and Market Price Risk. The market value of ETF and closed-end fund shares may differ from their net asset value. This difference in price may be due to the fact that the supply and demand in the market for ETF and closed-end fund shares at any point in time are not always identical to the supply and demand in the market for the underlying basket of securities. Accordingly, there may be times when ETF and closed-end fund shares trade at a premium or discount to their net asset value.

Tracking Risk. Open-end, closed-end, and ETF mutual funds ("funds") may not be able to replicate exactly the performance of the indices they track because the total return generated by the securities will be reduced by transaction costs incurred in adjusting the actual balance of the securities. In addition, these funds will incur expenses and other trade-related differences not incurred by their applicable indices. Certain securities comprising the indices tracked by the funds may, from time to time, temporarily be unavailable, which may further impede the funds' ability to track their applicable indices.

Dana Fixed Income Strategies – Potential risks associated with fixed income (i.e., bond) investments:

Interest Rate Risk. Security price and total return will vary in response to changes in interest rates. If rates increase, the value of investments generally will decline, as will the value of your investment. Securities with longer maturities tend to produce higher yields, but are more sensitive to changes in interest rates and are subject to greater fluctuations in value.

Credit Risk. A bond issuer's credit rating may change, which can cause price volatility, and in the case of a credit rating downgrade, lower prices.

Inflation Risk. Inflation causes tomorrow's dollar to be worth less than today's; in other words, it reduces the purchasing power of a bond investor's future interest payments and principal, collectively known as "cash flows." Inflation also leads to higher interest rates, which in turn leads to lower bond prices. Inflation-indexed securities, such as Treasury Inflation Protection Securities (TIPS), are structured to limit inflation risk.

Market Risk. The risk that the bond market as a whole would decline, bringing the value of individual securities down with it regardless of their fundamental characteristics.

Dana Investment Advisors, Inc.
Form ADV Part 2A
March 30, 2022

Liquidity Risk. The risk that investors may have difficulty finding a buyer when they want to sell and may be forced to sell at a significant discount to market value. Liquidity risk is greater for thinly traded securities, such as lower-rated bonds, bonds that were part of a small issue, bonds that have recently had their credit rating downgraded, or bonds sold by an infrequent issuer. Bonds are generally the most liquid during the period right after issuance when the typical bond has the highest trading volume.

Default Risk. The possibility that a bond issuer will be unable to make interest or principal payments when they are due. If these payments are not made according to the agreements in the bond documentation, the issuer can default.

Reinvestment Risk. When interest rates are declining, investors have to reinvest their interest income and any return of principal, whether scheduled or unscheduled, at lower prevailing rates.

Call Risk. Some corporate, municipal, and agency bonds have a “call provision” entitling their issuers to redeem them at a specified price on a date prior to maturity. Declining interest rates may accelerate the redemption of a callable bond, causing an investor’s principal to be returned sooner than expected. In that scenario, investors have to reinvest the principal at the lower interest rates. (See also Reinvestment risk.) If the bond is called at or close to par value, as is usually the case, investors who paid a premium for their bond also risk a loss of principal. In reality, prices of callable bonds are unlikely to move much above the call price if lower interest rates make the bond likely to be called.

Prepayment Risk. For mortgage-backed securities, the risk that declining interest rates or a strong housing market will cause mortgage holders to refinance or otherwise repay their loans sooner than expected and thereby create an early return of principal to holders of the loans.

Government Risk. The U.S. government’s guarantee of ultimate payment of principal and timely payment of interest on certain U. S. government securities does not imply that shares are guaranteed or that the price of the shares will not fluctuate. In addition, securities issued by Freddie Mac, Fannie Mae, and Federal Home Loan Banks are not obligations of, or insured by, the U.S. government. If a U.S. government agency or instrumentality in which a client invests defaults and the U.S. government does not stand behind the obligation, the security’s share price could fall.

Legislative Risk. The risk that a change in the tax code could affect the value of taxable or tax-exempt interest income.

Net Asset Value and Market Price Risk. The market value of ETF and closed-end fund shares may differ from their net asset value. This difference in price may be due to the fact that the supply and demand in the market for ETF and closed-end fund shares at any point in time are not always identical to the supply and demand in the market for the underlying basket of securities. Accordingly, there may be times when ETF and closed-end fund shares trade at a premium or discount to their net asset value.

Tracking Risk. Open-end, closed-end, and ETF mutual funds (“funds”) may not be able to replicate exactly the performance of the indices they track because the total return generated by the securities will be reduced by transaction costs incurred in adjusting the actual balance of the securities. In addition, these funds will incur expenses and other trade-related differences not incurred by their applicable indices. Certain securities comprising the indices tracked by the funds may, from time to time, temporarily be unavailable, which may further impede the funds’ ability to track their applicable indices.

Dana Investment Advisors, Inc.
Form ADV Part 2A
March 30, 2022

Item 9 Disciplinary Information

Neither Dana nor any supervised person has any applicable disciplinary events to report.

Item 10 Other Financial Industry Activities and Affiliations

Dana does not maintain relationships with other financial industry related entities, such as securities broker-dealer firms, futures commission merchants, commodity pool operators, or commodity trading advisors.

Dana serves as the adviser to the Dana Large Cap Equity mutual fund, the Dana Epiphany ESG Small Cap Equity mutual fund, and the Dana Epiphany ESG Equity mutual fund. Together, these are considered “pooled investments.” Dana may have a financial interest in increasing the amount of assets managed through the pooled investments for which it serves as adviser and sub-adviser. However, Dana employees are not compensated for the sale of securities in this manner.

A potential conflict exists for Dana clients that are also invested in one or more of the pooled investments managed by Dana whereby clients could be charged a fee by Dana and a separate fee by the pooled investment for the same investment(s). In order to eliminate this conflict, when calculating and billing Dana’s management fees described in Item 5, Dana excludes the asset value of all client holdings that are invested in any pooled investment to which Dana serves as either an adviser or sub-adviser. However, clients should understand that Dana may still receive any fees paid by a pooled investment as disclosed in the prospectus of the pooled investment. Those fees may be higher or lower than the fee a client may be paying on other assets that Dana manages in the client’s account.

Another potential conflict might occur with the allocation of investment opportunities between separately managed accounts and pooled investments that are advised or sub-advised by Dana. To address this potential conflict, investment opportunities are executed for all client accounts utilizing an equitable trade rotation procedure. In addition, whenever possible, transactions for separately managed account clients are aggregated with transactions occurring in the same securities held in any pooled investments.

Item 11 Code of Ethics, Participation or Interest in Client Transactions and Personal Trading

Code of Ethics and Personal Trading

Dana has consistently maintained and adhered to a comprehensive Code of Ethics. The Code of Ethics covers many topics, including, but not limited to the review and reporting of personal securities transactions, restrictions on investing in initial public offerings, prohibitions on the use of and trading on material non-public information, and the establishment of the position of Chief Compliance Officer (“CCO”). Dana provides regular training to all employees regarding the Firm’s Code of Ethics. All employees are required to sign an annual statement acknowledging receipt, compliance with, and understanding of Dana’s Code of Ethics. A detailed copy of Dana’s Code of Ethics is available to clients and prospective clients upon request.

Dana Investment Advisors, Inc.
Form ADV Part 2A
March 30, 2022

It is Dana's policy to prohibit personal securities transactions by employees in all "restricted securities." All sale transactions involving a restricted security must first be submitted to Dana's Chief Compliance Officer or applicable designee for pre-clearance. A security is considered "restricted" if it has been identified by either the CEO or Chief Compliance Officer as having been placed and actively managed in one or more of Dana's investment strategies. Options on restricted securities, other than covered calls, are also deemed to be a restricted security. Exchange Traded Funds (ETFs), Exchange Traded Notes (ETNs), and any security that provides either a Net Asset Value (NAV) or unit value at the end of each business trading day, that are placed in one or more of Dana's investment strategies are not deemed restricted. All other securities are considered non-restricted. Personal security transactions by employees in non-restricted securities do not require pre-clearance.

Dana permits its employees, and the retirement plans that it maintains for its employees, to invest in securities that may also form a part of a client's portfolio. Because Dana permits its staff to invest in securities that clients may also invest in, all employees are required to report their personal securities transactions to Dana's Chief Compliance Officer on a quarterly basis. The Chief Compliance Officer, in conjunction with Dana's Chief Executive Officer, then reviews all quarterly transactions to ensure that employee positions and trades do not present a conflict of interest with Dana's clients. Annually, year-end account statements for all employees are also required to be given to the CCO for review. Further, all employees are restricted from engaging in any practices that would operate as a fraud or deceit upon Dana or any of its clients.

Participation or Interest in Client Transactions

Dana may make investment decisions that result in the securities of one client being sold to another client (i.e., Agency Cross Transactions). Notwithstanding the foregoing, Dana will only enter into an agency cross transaction if (a) the affected clients have consented to such transactions, and (b) it reasonably believes the transactions can be effected in a manner that achieves the best price and execution in light of all the relevant factors. The clients may revoke the foregoing authorization at any time by providing Dana with written notice of such revocation. All such agency cross transactions will be in compliance with the requirements of the Investment Advisers Act of 1940 and other applicable regulations.

Item 12 Brokerage Practices

Dana maintains a list of counterparties approved to execute transactions on behalf of client accounts. In selecting an approved broker-dealer through which to purchase or sell securities, Dana will look for the most favorable combination of transaction cost and security price available under the circumstances, i.e., Dana will seek to obtain best price and execution. In connection therewith, Dana will consider a range of factors, including price and commissions, execution ability, clearance procedures, custodial and reporting services, and the nature and quality of research and other brokerage services provided by the broker-dealer. Dana may also employ a third-party trading organization that facilitates the execution of client trades. Subject to the above commitment to obtain best price and execution, Dana occasionally directs transactions through a particular broker-dealer at a client's request, i.e., directed brokerage. Client-directed brokerage transactions might limit Dana's ability to negotiate commission costs, batch or aggregate trades with other clients, and may restrict Dana's efforts to obtain best price and execution. In addition, the directed brokerage firm selected by the client may not be on Dana's approved broker list. In such instances, the client is deemed to have sufficient knowledge of the fees and services provided by the directed brokerage firm.

Dana Investment Advisors, Inc.
Form ADV Part 2A
March 30, 2022

Based upon the quality of brokerage, research, and/or other services provided, advisory clients may pay a brokerage commission or mark-up in excess of that which another broker-dealer might have charged for effecting the same transaction. In certain instances, some or all of any mark-up in brokerage commission may be used to offset Dana's costs incurred in obtaining third-party research related data utilized in managing various investment strategies used by Dana. This industry practice is often referred to as a "soft-dollars" arrangement. This research is received in both electronic and hard copy form. Dana anticipates that the totality of the brokerage services and research furnished by approved broker-dealers will be used in addressing many types of client needs and will generally benefit all client accounts over time. However, during specific time frames or in limited circumstances not all such services may be used by Dana in connection with managing each particular client's account.

Fixed Income Trading/Execution

When looking to execute fixed income security trades for client accounts, Dana portfolio managers review daily broker fixed income inventories, the current interest rate environment, and the relative spread amongst and between various market indices. Many circumstances impact the actual purchase or sale decision, some of which are current cash available, current portfolio characteristics, and both macro and micro economic inputs.

Once a particular security has been identified as being a desirable investment, Dana will contact several institutional fixed income brokers to begin "negotiating" the purchase of the pre-allocated security. Because many fixed income securities sought by Dana are often unique in nature, i.e., each security is typically offered for sale by a limited number of broker-dealer firms, most purchase decisions are based on a combination of price and specific security characteristics and are ultimately made through the art of portfolio management.

When selling fixed income securities for client accounts, Dana will also endeavor to receive competitive bids for all securities being sold, although in a limited number of circumstances, only a single bid may be obtained. Routinely, Dana obtains two to three bids from competing brokerage firms on each securities transaction. The sale is then executed through the broker-dealer offering the highest bid for the client's fixed income security.

Whether executing the purchase or sale of a fixed income security, Dana strives to aggregate client trades whenever possible. Any transactional cost savings achieved through trade aggregation are directly passed along to the client. When trade aggregation does occur, all clients receive an average price per bond for each security traded.

Equity Trading Execution

Prior to executing equity-based security transactions, Dana considers a number of client-specific investment management criteria to include targeted rebalancing needs, available cash, and the overall market conditions then prevailing. All equity and options trades are pre-allocated.

Whenever possible, Dana also aggregates client equity trades in an attempt to directly pass along to clients any pricing advantages and the benefits of lower overall transaction costs. When trade aggregation does occur, all clients receive an average per share price for each security traded. When certain security issues require multiple orders to fill the requested amount (often due to the size of the aggregated order or to the security's current trading volume), clients will also receive the average purchase price per share for those transactions. While Dana generally does not seek to recommend and/or purchase IPO securities for Dana managed investment strategies, IPOs may still be purchased in client accounts in limited circumstances.

Dana Investment Advisors, Inc.
Form ADV Part 2A
March 30, 2022

Dana's trade rotation utilizes a two-tier approach each time strategy-level investment changes occur. The first tier rotates the timing of trade execution or notification between two major trading groups: 1) separately managed accounts, and 2) platform and model-based accounts. The second tier then incorporates a sequential trade rotation: 1) based upon the executing broker-dealers utilized by separately managed accounts that are traded through Dana's Order Management System, and 2) between sponsoring platforms and other model-based recipients that are not traded through Dana's Order Management System. This helps to ensure that all execution or notification of trading opportunities are distributed equitably across all client accounts over time.

Item 13 Review of Accounts

Periodic Review

Dana's portfolio managers and certain members of Dana's Investment Committee periodically review client securities positions. Dana requires that each client ensures that Dana is provided with a monthly report of portfolio holdings, activity, and other pertinent information, through its trustees, custodian or other agent. The entire portfolio for each client is reviewed at least monthly.

The Investment Committee meets on a regular basis to discuss general investment policies and procedures, macroeconomics and monetary policy. Client accounts are managed on a team basis, therefore, there are no specific limits to the number of client accounts assigned to an individual portfolio manager.

Reports to Clients

Dana typically provides clients with a written quarterly performance analysis and list of account holdings.

Item 14 Client Referrals and Other Compensation

Dana maintains written agreements, in compliance with Rule 206(4)3 of the Investment Advisers Act of 1940, with unrelated broker-dealers and other third parties (together referred to as "solicitors") whereby such solicitors are compensated for referrals of prospective advisory clients to Dana. Solicitors may also have an established relationship with one or more of Dana's other advisory clients. These written agreements generally obligate Dana to pay cash solicitation fees equal to a stated percentage of Dana's advisory fee received from the solicited client. Generally, there is no difference in the level of advisory fees charged clients who have been solicited and those who have not been solicited. However, in limited circumstances, clients may have a unique relationship with a solicitor that will cause a client to be charged a higher advisory fee overall. With respect to broker-dealer solicitors, if Dana is satisfied that the best execution of securities transactions for the client's account is available, then Dana may initiate brokerage transactions for the solicited client's account through the soliciting broker-dealer.

Dana may recommend one or more custodial firms to clients for custody and other brokerage or trust-related services. Many reasons can form the basis for Dana recommending a particular custodial firm to a client, to include, but not be limited to, improved client reporting, achieving operational and administrative efficiencies, gaining access to an electronic order entry system, and obtaining reduced custodial/trust service fees. Dana does not receive economic benefits from making such recommendations. Occasionally, a custodial firm may also make client referrals to Dana. In these instances, there is no formal relationship

Dana Investment Advisors, Inc.
Form ADV Part 2A
March 30, 2022

or agreement between Dana and the custodial firm and there is no expectation that either firm would directly benefit by making such referrals.

Dana currently serves as and receives compensation for being a sub-advisor to several unaffiliated registered investment advisory firms and to certain entities that are exempt from registration. Under limited circumstances where client funds are placed with one or more of the above entities, Dana may receive separate compensation at the same time for both serving as an investment advisor to the client and for serving as a sub-advisor to one or more of the above entities.

Item 15 Custody

Dana is not a custodian and does not take custody of any client assets. Dana does not require clients to use a particular custodial firm. Clients should be receiving detailed statements from their custodian at least quarterly. While Dana regularly reconciles to information provided by a client's custodian, clients are nevertheless encouraged to review and compare all account-related information with their custodian statement(s).

Item 16 Investment Discretion

Generally, Dana has discretionary authority to buy or sell securities in the quantities that it deems fit without first obtaining client consent. Clients grant Dana discretionary authority by acknowledging this fact in Dana's Investment Advisory Agreement. However, for certain clients, particularly financial institutions and public sector accounts, ultimate discretionary authority is retained by the clients. With respect to non-discretionary accounts, Dana obtains clients' prior approval of a given purchase or sale. For discretionary accounts, Dana determines which securities are to be bought or sold, the total amount of securities to be bought or sold, the broker or dealer through which the securities are to be bought or sold, and the commission rates at which transactions are effected. From time to time, Dana may also retain without client's prior consent, and without increasing client's management fees, the investment management services of one or more sub-advisors when it is deemed to be beneficial to achieving a client's overall investment goals and/or objectives. Any limitations or restrictions with respect to the exercise of this investment discretion will be those established by the client in writing at the commencement of the advisory relationship or thereafter.

Item 17 Voting Client Securities

When applicable, Dana will take appropriate action and/or render advice with respect to the voting of client proxy statements. Dana believes that adopting formal proxy voting guidelines and retaining a third party to administer the voting of proxy statements, helps to improve both the efficiency and execution of Dana's proxy voting decisions. To assist in this process, Dana has retained the services of Institutional Shareholder Services, Inc. ("ISS") and adopted the ISS' Proxy Voting Guidelines ("ISS Guidelines"). Unless directed otherwise by a Client, Dana retains the ultimate responsibility for voting all Client proxy statements, as well as the ability to override any ISS vote recommendation that Dana believes to be in the best interests of client shareholders.

Dana Investment Advisors, Inc.
Form ADV Part 2A
March 30, 2022

ISS conducts in-depth research and makes proxy voting recommendations based on its independent, objective analysis of the economic interests of shareholders according to the ISS Guidelines. In addition, Dana may conduct its own independent proxy voting research which Dana may also rely upon in order to override an ISS vote recommendation. Occasionally, Dana might receive specific proxy voting instructions from one or more client shareholders to vote their particular shares in a certain manner. In cases such as this, it is possible that Dana may vote client proxy statements in more than one way, on the exact same issue, for different clients. Upon request, clients may obtain additional information regarding client-specific proxy votes and/or a written copy of Dana's Proxy Voting Policy and Disclosure.

In order to more closely align shareholder voting efforts with ongoing ESG engagement activities, Dana will regularly analyze and assess a company's efforts related to environmental, social and governance issues that Dana deems to be material to each company's long-term financial performance. This analysis begins with the notion that all companies are expected to comply with applicable laws and regulations with respect to a myriad of ESG standards, rules and regulations. Shareholder proposals related to ESG issues are then evaluated on a case-by-case basis where the spirit of the proposal is considered alongside the content of the proposal. At times, this may result in Dana supporting shareholder proposals that continue to address material ESG issues even when management might already have been responsive to Dana's prior engagement efforts.

Due to the unique nature of Class Action settlement proceedings and their respective claims procedures, clients and not Dana shall retain the sole authority to act upon any Class Action settlement or claims procedure brought on behalf of shareholders of a security that clients either currently own or had previously owned during the applicable Class Action time period in question. Clients wishing to utilize the services of a third-party securities class action litigation monitoring and claims filing firm are able to retain the services of Chicago Clearing Corporation ("CCC") by notifying Dana of their desire to have CCC monitor and file class action claims on the client's behalf. Presently, the contingent fees charged by CCC are based on a percentage of the actual claim awards received by the client and are charged separately from Dana's investment management fees. Dana is not affiliated with CCC in any way and does not receive referrals or any other form of compensation from CCC.

Item 18 Financial Information

Not Applicable.

Dana Investment Advisors, Inc.
Part 2B of Form ADV: Brochure Supplement

Item 1 Cover Page



Dana Investment Advisors, Inc.
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June 10, 2022

Supervised Persons:

Mikhail I. Alkhazov
Garrett J. Brigman
Jeffrey J. Brigman
Greg A. Dahlman
Michael R. Honkamp
Steven A. Jaeger
James C. Janikowski
Jay B. Kaun
Brian V. Lehky
Robert G. Leuty
Sean A. McLeod
Mark R. Mirsberger
Ann E. Roberts
Duane R. Roberts
Noaman A.Q. Sharief
Matthew R. Slowinski
David M. Stamm
Michael C. Stewart
J. Joseph Veranth
David B. Weinstein
Thomas J. Wickman

This brochure supplement provides information about the above supervised persons that supplements the Dana Investment Advisors, Inc. brochure. You should have received a copy of that brochure. Please contact Lori Salyers, Assistant Vice President of Administration & Compliance at loris@danainvestment.com if you did not receive Dana Investment Advisors, Inc.'s brochure or if you have any questions about the contents of this supplement.

Additional information about the above supervised persons is available on the SEC's website at www.adviserinfo.sec.gov.

Dana Investment Advisors, Inc.
Form ADV Part 2B: Brochure Supplement
June 10, 2022

Item 2 Educational Background and Business Experience

Dana Investment Advisors, Inc. (“Dana”) requires its officers and investment professionals to have obtained at least a college-level degree. While not required, Dana supports and encourages such employees to pursue advanced degrees and professional designations. Dana values the significance of a well-rounded person and also considers one’s business and educational background, with prior investment-related experience and past positions held being of primary importance. Listed below are the biographies of Dana’s investment professionals.

Mikhail I. Alkhazov, CFA - Vice President, Portfolio Manager and Analyst

Mike, born 1980, joined Dana Investment Advisors in October of 2018 and is currently a Vice President, Portfolio Manager and Analyst. Prior to joining Dana, he was a Vice President and Portfolio Manager with Ziegler Capital Management from March 2004 through September 2018. He graduated from the University of Wisconsin-Milwaukee with a BBA in Finance and Accounting in 2002. Mike earned his MBA from the University of Chicago School of Business with concentrations in Economics and Analytical Finance in 2012. He has been on the buy-side since 2002 and, most recently, managed over \$1.2 billion in two Large-Capitalization strategies. Mike is a CFA® charterholder, member of the CFA Institute and the CFA Society of Chicago.

Garrett J. Brigman - Wealth Management Portfolio Manager

Garrett, born 1986, joined Dana Investment Advisors in April 2022 and is currently a Wealth Management Portfolio Manager. Prior to joining Dana, he served as Investment Counsel at Legacy Capital Partners. He graduated from Marquette University in 2009 with a BS in Mechanical Engineering and Cardinal Stritch University in 2015 with an MBA. Garrett has been in the investment industry managing client portfolios since 2017. Garrett is a board member of the Potawatomi Area Boy Scouts Organization.

Jeffrey J. Brigman, CFP - Senior Vice President

Jeff, born 1951, joined Dana Investment Advisors in April 2022 and is currently a Senior Vice President and Portfolio Manager. Prior to joining Dana, he served as Managing Director and Executive Vice President at Legacy Capital Partners. He graduated from the University of Wisconsin in 1977 with a BA in Business Management. Jeff has been in the investment industry since 1981 and has managed equity and fixed income portfolios since 1990. He is a Certified Financial Planner (CFP). He is a board member of the Potawatomi Area Boy Scouting and Chair of the Endowment Investment Committee. He is also the past Chair and a current member of the Endowment Investment Subcommittee for Divine Savior Holy Angels High School. Jeff currently serves as an Investment Committee member for the Sharon Lynne Wilson Center for the Arts, Inc.

Greg A. Dahlman, CFA - Senior Vice President and Portfolio Manager

Greg, born 1963, joined Dana Investment Advisors in March 2006 and is currently a Senior Vice President and Portfolio Manager. Greg graduated magna cum laude from the University of Wisconsin-Whitewater with a BBA in Finance and Economics in 1985. Greg has been managing equity portfolios since 1990 and is a CFA® charterholder and a member of the CFA Institute and the CFA Society of Milwaukee.

Michael R. Honkamp, CFA - Senior Vice President and Portfolio Manager

Mike, born 1969, joined Dana Investment Advisors in June 1999 and is currently a Senior Vice President and Portfolio Manager. Mike graduated from Santa Clara University with a BS in Economics in 1991 and earned an MBA from the Thunderbird School of Global Management in 1993. Mike has been in the

Dana Investment Advisors, Inc.
Form ADV Part 2B: Brochure Supplement
June 10, 2022

investment industry since 1999 and managing equity portfolios since 2003. He is a CFA® charterholder and a member of the CFA Institute and the CFA Society of Milwaukee.

Steven A. Jaeger - Wealth Management Advisor

Steve, born 1964, joined Dana Investment Advisors in February 2021 and is currently working as a Wealth Management Advisor. Prior to joining Dana, he worked at M Barrington Corp for 30 years as a Financial Advisor. He graduated from the University of Wisconsin-Milwaukee in 1986 with a BBA in Finance and Management Information Systems. Steve holds the designations of CFP®, CLU, and ChFC.

James C. Janikowski - Senior Vice President-Financial Advisor

Jim, born 1959, joined Dana Investment Advisors in April 2022 and is currently a Senior Vice President and Financial Advisor. Prior to joining Dana, he served as Director and Senior Vice President at Legacy Capital Partners. He graduated from the University of Wisconsin-Madison in 1982 with a BBA in Finance and BA in Economics. Jim has been in the investment industry since 1982 and managing client portfolios since 1986. He is a member, former president, and past board member of the Waukesha County Estate Planning Council.

Jay B. Kaun, CPA – Senior Vice President

Jay, born 1960, joined Dana Investment Advisors in July 2015 and is currently a Senior Vice President. Jay graduated from Marquette University with a BS in 1982 and went on to earn an MS and MBA from Marquette in 1983 and 1998. He is responsible for client servicing and marketing and is a Certified Public Accountant. He also serves as a Becker/DeVry instructor for both the CPA and CFA examinations, is a member of the Wisconsin Institute of Certified Public Accountants, and the American Institute of Certified Public Accountants, and has served on the boards of several Milwaukee area charities, including the American Liver Foundation, Marquette University's Blue-Gold Fund, and the Major League Baseball Alumni Association.

Brian V. Lehky - Senior Vice President and Portfolio Manager

Brian, born 1977, joined Dana Investment Advisors in June 2008 and is currently a Senior Vice President and Portfolio Manager. Brian graduated from Marquette University with a BS in Finance in 1999. Brian has been in the investment industry since 2006, with credit analysis experience with a focus on municipal credits. Prior to joining Dana, he worked for Stifel, Nicolaus & Company as a Vice President in their Fixed Income Group.

Robert G. Leuty, CFA – Director of Fixed Income and Portfolio Manager

Rob, born 1966, joined Dana Investment Advisors in October 2002 and is currently the Director of Fixed Income and a Portfolio Manager. Rob graduated from the University of Wisconsin-Madison with a BBA in Accounting in 1988. He earned an MBA in Finance from the University of St. Thomas in 1994. Rob is a CFA® charterholder and a member of the CFA Institute and the CFA Society of Milwaukee.

Sean A. McLeod, CFA - Vice President, Portfolio Manager and Analyst

Sean, born 1971, joined Dana Investment Advisors in October 2016 and is currently a Vice President, Portfolio Manager and Analyst. Sean graduated from the University of Wisconsin-Madison with a BA in Finance, Investments, and Banking in 1994 and earned an MS in Finance, Investments, and Banking in 1996. Sean has held numerous positions, including Equity Analyst, Portfolio Manager, and Director of Equities since entering the industry in 1996. Sean is a CFA® charterholder and a member of the CFA Institute.

Dana Investment Advisors, Inc.
Form ADV Part 2B: Brochure Supplement
June 10, 2022

Mark R. Mirsberger, CPA - Chief Executive Officer

Mark, born 1962, joined Dana Investment Advisors in December 1991 as a Vice President, becoming Chief Operating Officer in 1999 and Chief Executive Officer in 2003. Mark graduated from the University of Wisconsin-Madison with a BBA in Accounting in 1985 and earned an MBA in Finance in 1986. Mark is a Certified Public Accountant and is an active member of the AICPA, WICPA, and FPA. Mark has worked on several bank boards, and is an active board member of the YMCA of Greater Waukesha County and active committee member at Catholic Memorial High School and St. Williams Parish.

Ann E. Roberts - ESG Analyst

Ann, born 1960, joined Dana Investment Advisors in May 2015 as an ESG Analyst, having performed ESG research for Dana on a project basis since 2005. Ann graduated from Saint Mary's College (Notre Dame, Indiana) in 1982 with a BA in English. In 2005 she completed a Master of Library Science from Texas Woman's University. She serves on the board of Seventh Generation Interfaith, a Midwestern coalition of faith- and values-driven institutional investors that engages with companies in an effort to promote corporate social responsibility. Ann is also a member of Social Venture Partners (SVP) Dallas, part of the global SVP network of philanthropists, entrepreneurs, and investors dedicated to supporting social enterprises and nonprofit organizations to increase their collective impact.

Duane R. Roberts, CFA - Director of Equities and Portfolio Manager

Duane, born 1958, joined Dana Investment Advisors in June 1999 and is currently Director of Equities and an equity Portfolio Manager. Duane graduated from Rice University with a BS in Electrical Engineering and Mathematics in 1980. He earned an MS in Statistics from Stanford University in 1981 and an MBA in Finance from Southern Methodist University in 1999. Duane is a CFA® charterholder and a member of the CFA Institute and the CFA Society of Dallas-Fort Worth. He is a member of Social Venture Partners Dallas and serves on the investment committees for the Roman Catholic Diocese of Dallas and Cistercian Abbey and Preparatory School.

Noaman A.Q. Sharief - Senior Vice President and Portfolio Manager

Noaman, born 1974, joined Dana Investment Advisors in June 2008 and is currently a Senior Vice President and Portfolio Manager. Noaman graduated from the University of Illinois at Urbana-Champaign with a BS in 1999 and earned an MBA in Finance from the University of Wisconsin-Milwaukee (UWM) in 2009. Noaman has been in the investment industry since 2002. He currently teaches a graduate level fixed income securities course as an adjunct lecturer at UW-Milwaukee, as well as serves as a board member on their Investment Management Certificate Program. He also serves as a member of the board of directors of Waukesha County Crimestoppers and is a member of the Board of Directors of the Elmbrook Rotary Club.

Matthew R. Slowinski, CFA - Senior Vice President and Portfolio Manager

Matt, born 1982, joined Dana Investment Advisors in March 2008 and is currently a Senior Vice President and Portfolio Manager. Matt graduated from the University of Wisconsin-Milwaukee with a BBA in Finance in 2003 and earned an MBA from The Pennsylvania State University in 2009. Matt has been in the investment industry since 2003. Prior to joining Dana, he worked for Wells Fargo Funds Management Group and Wells Capital Management. Matt is a CFA® charterholder and a member of the CFA Institute and the CFA Society of Milwaukee.

David M. Stamm, CFA - Senior Vice President and Portfolio Manager

Dave, born 1975, joined Dana Investment Advisors in August 2007 and is currently a Senior Vice President and Portfolio Manager. Dave graduated from Valparaiso University with a BSBA in International Business

Dana Investment Advisors, Inc.
Form ADV Part 2B: Brochure Supplement
June 10, 2022

in 1997. Dave has been in the investment industry since 1997 and managing equity portfolios since 2000. He is a CFA® charterholder and a member of the CFA Institute and the CFA Society of Milwaukee.

Michael C. Stewart, JD, CFA, CFP - Executive Vice President and Chief Compliance Officer

Mike, born 1969, joined Dana Investment Advisors in May 1996 and is currently the Chief Compliance Officer. Mike received his BBA in General Business from the University of Wisconsin-Whitewater in 1992 with an emphasis in Finance and Business Law. He earned a JD from the Valparaiso University School of Law in 1996. Mike is a Chartered Financial Analyst, Certified Financial Planner and holds the Certified Employee Benefit Specialist designation. He is a member of the CFA Institute, the CFA Society of Milwaukee, the State Bar of Wisconsin, and the Financial Planning Association.

J. Joseph Veranth, CFA - Chief Investment Officer

Joe, born 1962, joined Dana Investment Advisors in December 1994 and is currently the Chief Investment Officer and a Portfolio Manager. Joe graduated from Northwestern University with a BA in Humanities in 1984. He earned an MBA in Finance and International Business from the Stern School of Business at New York University in 1991. Joe is a CFA® charterholder and a member of the CFA Institute and the CFA Society of Milwaukee.

David B. Weinstein, JD – Senior Vice President, Portfolio Manager and Analyst

David, born 1982, joined Dana Investment Advisors in May 2013 and is currently a Senior Vice President, Portfolio Manager and Analyst. David graduated from the University of Notre Dame with an Honors Program degree in Political Science in 2005. He graduated cum laude from the University of Pittsburgh School of Law in 2008 and served as Managing Editor of the Law Review. David returned to Notre Dame and received his MBA in Investments in 2012, graduating magna cum laude.

Thomas J. Wickman - Senior Vice President

Tom, born 1940, joined Dana Investment Advisors in April 2022 and is currently a Senior Vice President and Portfolio Manager. Prior to joining Dana, he served as Managing Director and President at Legacy Capital Partners. He graduated from the University of Wisconsin in 1964 with a BS in Chemical Engineering. Tom became a registered investment advisor in 1979 and has been managing client portfolios since 1968.

Description of CFA Charter

The Chartered Financial Analyst (CFA) charter is a globally respected, graduate-level investment credential established in 1962 and awarded by CFA Institute — the largest global association of investment professionals.

To earn the CFA charter, candidates must: 1) pass three sequential, six-hour examinations; 2) have at least four years of qualified professional investment experience; 3) join CFA Institute as members; and 4) commit to abide by, and annually reaffirm, their adherence to the CFA Institute Code of Ethics and Standards of Professional Conduct.

The CFA Institute Code of Ethics and Standards of Professional Conduct serve to actively promote and enforce highly ethical conduct. The CFA Program curriculum provides a comprehensive framework of knowledge for investment decision making and is firmly grounded in the knowledge and skills used every day in the investment profession. The three levels of the CFA Program test a proficiency with a wide range of fundamental and advanced investment topics, including ethical and professional standards, fixed income

Dana Investment Advisors, Inc.
Form ADV Part 2B: Brochure Supplement
June 10, 2022

and equity analysis, alternative and derivative investments, economics, financial reporting standards, portfolio management, and wealth planning. To learn more about the CFA charter, visit www.cfainstitute.org.

Item 3 Disciplinary Information

Dana's employees do not have any disciplinary events, and there have never been, nor are there any current, investigations against any members of the firm.

Item 4 Other Business Activities

Dana's investment professionals are not involved in any other investment-related business or occupation.

Item 5 Additional Compensation

Dana's investment professionals do not receive any additional compensation based on sales, referrals, or new accounts.

Item 6 Supervision

Mark R. Mirsberger, Chief Executive Officer, 262-782-3631, is responsible for the supervision of all advisory activities performed by supervised persons.

Item 7 Requirements for State-Registered Advisers

Not Applicable.

Tab 3

RESOLUTION 2023-01

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF VENETIAN
COMMUNITY DEVELOPMENT DISTRICT REDESIGNATING OFFICERS
OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, Venetian Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within the City of Venice, Sarasota County, Florida; and

WHEREAS, the Board of Supervisors of the District desires to redesignate Officers of the District.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS
OF VENETIAN COMMUNITY DEVELOPMENT DISTRICT:**

Section 1. _____ is appointed Chairman.

Section 2. _____ is appointed Vice Chairman.

Section 3. _____ is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

Belinda Blandon is appointed Assistant Secretary.

Melissa Dobbins is appointed Assistant Secretary.

Jerry Whited is appointed Assistant Secretary.

Section 4. This Resolution supersedes any prior appointments made by the Board for Chairman and Vice-Chairman and Assistant Secretary; however, prior appointments by the Board for Secretary, Treasurer and Assistant Treasurer remain unaffected by this Resolutions.

Section 5. This Resolution shall become effective immediately upon its adoption.

Passed and Adopted This 12th Day of December, 2022.

**VENETIAN COMMUNITY
DEVELOPMENT DISTRICT**

CHAIRMAN / VICE CHAIRMAN

ATTEST:

SECRETARY / ASSISTANT SECRETARY

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, October 10, 2022 at 9:32 a.m.** held at the Venetian River Club, 502 Veneto Boulevard, North Venice, Florida 34275.

Present and constituting a quorum were:

Richard Bracco	Board Supervisor, Chairman
Steve Kleinglass	Board Supervisor, Vice Chairman
Rick McCafferty	Board Supervisor, Assistant Secretary
Ernest Booker	Board Supervisor, Assistant Secretary
	(joined meeting in progress via speaker phone)
Ken Smaha	Board Supervisor, Assistant Secretary

Also present were:

Belinda Blandon	District Manager, Rizzetta & Company, Inc.
Andy Cohen	District Counsel –
	Persson, Cohen, Mooney, Fernandez & Jackson, P.A.
Rick Schappacher	District Engineer, Schappacher Engineering
Keith Livermore	Field Manager, Rizzetta & Company, Inc.
John Toborg	Manager, Landscape Inspection Services, Rizzetta & Company, Inc. (via speaker phone)
Jeffrey Thomas	General Manager, River Club
Heather Alexandre	Vesta Property Services
Julie Cortina	Vesta Property Services
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

Ms. Blandon opened the floor to comments from the public. There were none.

Mr. Bracco thanked Mr. Livermore for all of his hard work during the hurricane.

Ms. Blandon thanked Mr. McCafferty for his generosity for Mr. Livermore's family.

FOURTH ORDER OF BUSINESS

Staff Reports

A. District Engineer

Mr. Schappacher spoke regarding Mr. Jasper's hard work in the aftermath of the hurricane. He reviewed the drainage system in an effort to determine why water did not recede as expected. Mr. Schappacher expressed that the stormwater system worked better than expected. Discussion ensued.

B. District Counsel

Mr. Cohen advised that US Bank, the trustee, is doing a corporate transfer to transfer accounts to a new entity. He advised that he would like a motion of the Board to authorize the chair to execute the consent to the transfer.

On a Motion by Mr. McCafferty, seconded by Mr. Smaha, with all in favor, the Board Allowed Authorized the Chair to Execute the Tri-Party Succession Agreement with US Bank, for the Venetian Community Development District.

Mr. Cohen advised that just after the hurricane, the Board held an emergency meeting and per the operating rules; the Board did make every effort to notify residents of the meeting and the Board now needs to ratify the actions taken. Mr. Kleinglass provided a statement of the emergency meetings for the record. Discussion ensued.

On a Motion by Mr. Kleinglass, seconded by Mr. McCafferty, with all in favor, the Board Ratified Actions Taken in the Emergency Meetings Following Hurricane Ian, for the Venetian Community Development District.

Mr. Cohen advised that an ad will need to be published in order to memorialize the purpose of the emergency meeting.

Mr. Cohen advised that negotiations are still underway with Welch Tennis for tennis court resurfacing

Mr. Cohen advised that the Board previously discussed Vesta hiring Tennis Connections and there is a need to ensure there are no bond concerns related to the engagement. He advised that he has reached out to Bryant Miller Olive to assist in moving forward and has received an engagement letter from Bryant Miller Olive for the Board to review and approve. Discussion ensued.

On a Motion by Mr. Bracco, seconded by Mr. Kleinglass, with all in favor, the Board Approved the Bryant Miller Olive Engagement Letter, for the Venetian Community Development District.

C. River Club

Mr. Thomas advised that Vesta has paid the River Club employees for three days of hurricane pay at their regular rate. He advised that there is a need to update to the website and website training is being scheduled. Mr. Thomas reviewed efforts to remedy hurricane damage. He advised of ongoing maintenance items related to the River Club. Mr. Thomas reviewed the events calendar for the remainder of the year.

Mr. Thomas introduced Ms. Heather Alexandre, Regional Events Director.

Mr. Thomas advised that Tennis Connections has proposed a members only tennis activity as a fundraiser for staff members who have suffered loss through Hurricane Ian. The Board advised that it is a great idea.

Mr. Kleinglass inquired as to the new furniture and pavers. Mr. Thomas advised that the furniture is enroute and the paver deposit is being paid.

Mr. McCafferty inquired as to the basketball hoop and stand. Mr. Thomas advised that it was damaged in the hurricane and will need to be replaced.

D. Field Manager

Mr. Livermore advised that downed mailboxes and stop signs are being repaired. He advised that LMP is doing a fabulous job. Mr. Livermore advised that cleanup will be an ongoing effort. Mr. Livermore thanked Ms. Bandon and Rizzetta for the support following the storm.

Ms. Bandon advised that Mr. Booker joined the meeting in progress via speaker phone at 10:07 a.m.

On a Motion by Mr. McCafferty, seconded by Mr. Bracco, with all in favor, the Board Allowed Mr. Booker to Participate in the Meeting and Vote via Speaker Phone, for the Venetian Community Development District.

E. District Manager

Ms. Bandon provided an update related to Hurricane Ian; she thanked Mr. Livermore for his work at Venetian during the storm. Ms. Bandon thanked everyone for their hard work.

FOURTH ORDER OF BUSINESS

**Discussion and Ratification of
Emergency Actions Taken Due to
Hurricane Ian**

Ms. Bandon reviewed efforts related to landscaping storm clean up. She advised that there is ongoing discussion related to the language of Interlocal Agreement with the City. Mr. Cohen advised that if assistance with interpreting the Interlocal Agreement is needed, he recommends engaging Ms. Petruff for assistance as he has a conflict in that regard. Discussion ensued. The Board appointed Mr. Bracco as the point of contact related

to the Interlocal Agreement. Ms. Bandon advised that she has reached out to the insurance company and a claim has been filed for damages; she advised that the adjuster will schedule a site inspection. Discussion ensued regarding various clean up actions. Mr. Smaha recommended putting out a communication to residents regarding responsibilities for clean-up.

On a Motion by Mr. Booker, seconded by Mr. McCafferty, with all in favor, the Board Authorized Sending a Communication of the District's Position to Not Remove Trees or Debris Fallen from the Preserve Areas to Homeowner Property and the Responsibility is of the Homeowner, for the Venetian Community Development District.

Ms. Bandon advised that with the amount of storm debris, there may be algae blooms in the ponds; she advised that Solitude will be monitoring the ponds.

Mr. Berry of LMP provided an update regarding landscaping efforts in cleaning up after the hurricane. He responded to questions from the Board. Board discussion ensued regarding staking of the medjool palm trees.

On a Motion by Mr. Bracco, seconded by Mr. McCafferty, with all in favor, the Board Approved the LMP Proposal, Totaling \$53,000.00 to Stake Leaning Medjool Palm Trees, for the Venetian Community Development District.

The Board took a brief recess at 11:09 a.m. and was back on the record at 11:25 a.m.

Mr. Kleinglass advised that clean-up in the HOA and private homeowner areas is not the responsibility of the CDD. Mr. Gipp advised that if debris is left in the sodded areas, it will kill the turf. Discussion ensued.

FIFTH ORDER OF BUSINESS

Supervisor Requests and Comments

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

Mr. Bracco inquired as to the status of the RFP. Ms. Bandon advised that she will deliver the proposals to Mr. Livermore to be distributed to the Board members.

Mr. McCafferty advised that had the Venetian not removed the entry gate arms prior to the storm, it could have been two to three weeks to have the arms repaired. Ms. Bandon advised that the Citadella gate does have water damage.

Mr. Smaha added his thanks to Rizzetta, Ms. Bandon, Mr. Livermore, Vesta and their team, LMP, and the HRT for their efforts to the community.

Mr. Kleinglass advised that the POA office renovation work is delayed due to the hurricane. He advised that the Tiki Bar renovations will also be delayed. Mr. Kleinglass advised that it may be worthwhile to do a positive critique of the entities involved in the hurricane recovery. He thanked everyone for their work after the hurricane.

SIXTH ORDER OF BUSINESS

Adjournment

Ms. Bandon advised there is no further business to be conducted and asked for a motion to adjourn. Ms. Bandon advised that the next meeting of the Board of Supervisors' is scheduled for October 24th.

On a Motion by Mr. McCafferty, seconded by Mr. Smaha, with all in favor, the Board adjourned the meeting at 11:35 a.m., for the Venetian Community Development District.

Secretary / Assistant Secretary

Chairman / Vice Chairman

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, October 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	Board Supervisor, Chairman
Steve Kleinglass	Board Supervisor, Vice Chairman
Rick McCafferty	Board Supervisor, Assistant Secretary
Ernest Booker	Board Supervisor, Assistant Secretary
Ken Smaha	Board Supervisor, Assistant Secretary

Also present were:

Belinda Blandon	District Manager, Rizzetta & Company, Inc.
Andy Cohen	District Counsel –
	Persson, Cohen, Mooney, Fernandez & Jackson, P.A.
Rick Schappacher	District Engineer, Schappacher Engineering
Keith Livermore	Field Manager, Rizzetta & Company, Inc.
Jeffrey Thomas	General Manager, River Club
Julie Cortina	Vesta Property Services
Ginger Anzalone	Vesta Property Services
Roy Deary	Vesta Property Services
Michael Rodriguez	Rizzetta & Company, Inc.
Lucianno Mastrianni	Rizzetta & Company, Inc. (via speaker phone)
Fiona DiDomenico	Castle Group
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

Ms. Blandon opened the floor to comments from the public. There were none.

Ms. Cautero asked that the Board strongly consider retaining Vesta as the River Club management company.

Mr. Ruffatto spoke regarding retaining Vesta as the River Club management company.

Ms. Pozarek recommended retaining Vesta and advised that she was disappointed that there were no additional bidders.

Ms. Schimberg thanked LMP for the speed in which they brought the community back from the storm. She advised that she agrees with retaining Vesta for River Club management. Ms. Schimberg advised that she is still waiting for an apology from the Engineer.

FOURTH ORDER OF BUSINESS

Staff Reports

A. District Engineer

Mr. Schappacher advised that he will be in contact with Aquagenix regarding the bank repairs. He advised that he reviewed the outfall structures, but he is still waiting for the water levels to recede. Mr. Schappacher advised that there was a hydraulic spill on Portofino, and he has recommended billing the vendor for fifty percent of the remaining life expectancy of the road or \$368.50. Mr. Livermore advised that the vendor has declined to pay the invoice. Mr. Schappacher advised of resident concerns related to debris in the inlets; he recommended having staff remove the debris with nets; he further advised there are no blockages.

B. District Counsel

Mr. Cohen advised that the Welch contract has been finalized; he further advised that he is working with new Bond Counsel related to Tennis Connection.

C. River Club

Mr. Thomas reported that the new pool furniture is on site; he further provided an update on the Tiki Bar renovation project. Mr. Thomas advised that the tennis resurfacing is on schedule for December 19th and courts are scheduled to reopen on December 30th. He provided an update on River Club events. Mr. Thomas responded to questions from the Board. He advised that the POA office is close to completion.

D. Field Manager

Mr. Livermore reviewed hurricane recovery efforts; he also spoke regarding the fish kill and advised that Solitude will be onsite today to clean up the lakes. Mr. Bracco inquired as to the rumor that the Golf Course is blowing debris into the ponds. Mr. Livermore advised that he has reached out to the maintenance department regarding the health of the lakes.

- E. District Manager
Ms. Bandon advised that she has been receiving invoices from LMP for storm clean up although some had to be returned and corrected. She reviewed the recovery efforts to date. Discussion ensued. Ms. Bandon advised that the quarterly website audit is included in the agenda for the Board to review. Ms. Bandon advised that the next meeting of the Board of Supervisors is scheduled for Monday, November 14, 2022 at 9:30 a.m.

FIFTH ORDER OF BUSINESS

Hurricane Ian Recovery Efforts Update

Mr. McCafferty provided an update regarding the recovery efforts; he advised that because there was so much damage to the plants in the monument pots, there was a suggestion to remove what is there and then at Christmas plant some poinsettias. He advised that LMP has offered to replant the plants around the trees at their cost; he further recommended holding off on the flower rotation until clean up efforts are under control as well as the pushing off the mulching project.

SIXTH ORDER OF BUSINESS

Consideration of Golf Cart Proposals

Ms. Bandon advised that two proposals were received for replacement of the golf cart: one from Affordable Golf Cars of Venice and the second from Everglades Equipment. Mr. Bracco recommended approving the proposal from Affordable Golf Cars.

On a Motion by Mr. Bracco, seconded by Mr. Smaha, with all in favor, the Board Approved the Affordable Golf Cars of Venice Proposal for a Golf Car, in the Amount of \$11,500.00, for the Venetian Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Proposals Received
in Response to the RFP for Amenity
Management**

Mr. Bracco thanked Mr. Smaha for putting together a cost comparison of the proposals. He further advised that Vesta has stepped up since receiving a cancellation notice; he advised it shows that Vesta can do the job.

Mr. Cohen advised that the RFP removed the evaluation criteria and so the Board does not have to do score sheets and has more latitude.

Mr. Bracco advised that only three proposals were received. Mr. Cohen advised that the RFP was published from Collier County to Orange County and on Demand Star. Mr. Bracco recommended allowing fifteen minutes per proposer for a presentation.

The Board took a brief recess at 10:20 a.m. and was back on the record at 10:33 a.m.

Ms. DiDomenico of Castle Group advised that she is happy to answer any questions

the Board may have, and she does not recommend making a change if the Board is happy with the turn around by Vesta. Ms. DiDomenico responded to questions from the Board.

Mr. Rodriguez addressed the Board regarding Vesta's improvement and advised that Rizzetta would support the Board should they choose to keep Vesta. Mr. Gruhl of Rizzetta & Company advised that Rizzetta would support any decision made by the Board. Mr. Gruhl and Mr. Rodriguez responded to questions from the Board.

Mr. Deary of Vesta Property Services provided a presentation to the Board on behalf of the Vesta team; Mr. Deary, Ms. Cortina, and Ms. Anzalone responded to questions from the Board.

Board discussion ensued regarding the discussions held with the proposing firms. The Board discussed Vesta's improved performance.

On a Motion by Mr. Bracco, seconded by Mr. Booker, with all in favor, the Board Approved and Accepted the Proposal Received in Response to the RFP for Amenity Management from Vesta Property Management, for the Venetian Community Development District.

Mr. Cohen advised that he will prepare a contract. Mr. Smaha recommended that the contract include language related to operating under guidelines of the Strategic Plan.

The Board took a brief recess at 11:39 a.m. and was back on the record at 11:47 a.m.

EIGHTH ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors' Meeting held on August 22, 2022

Ms. Blandon presented the minutes of the Board of Supervisors' meeting held on August 22, 2022 and asked if there were any questions. There were none.

On a Motion by Mr. McCafferty, seconded by Mr. Smaha, with all in favor, the Board Approved the Minutes of the Board of Supervisors' Meeting held on August 22, 2022, for the Venetian Community Development District.

NINTH ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors' Meeting held on September 12, 2022

Ms. Blandon presented the minutes of the Board of Supervisors' meeting held on September 12, 2022 and asked if there were any questions. There were none.

On a Motion by Mr. Smaha, seconded by Mr. McCafferty, with all in favor, the Board Approved the Minutes of the Board of Supervisors' Meeting held on September 12, 2022, for the Venetian Community Development District.

TENTH ORDER OF BUSINESS

Consent Items

Ms. Bandon advised that the consent items consist of the Facilities Advisory Committee meeting minutes of August 1, 2022 and September 6, 2022, the Fitness and Pool Advisory Committee meeting minutes of August 17, 2022, and the Social and Dining Advisory Committee meeting minutes of May 11, 2022. She asked if there were any questions. There were none.

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

ELEVENTH ORDER OF BUSINESS

Supervisor Requests and Comments

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

Mr. Bracco advised that at the last Reserve and Finance Advisory Committee meeting, the Committee reviewed sources of revenue and recommended utilizing unencumbered funds to assist with hurricane recovery. Mr. Bracco advised that there is a sign posted at the River Club regarding a City meeting related to pickleball, but that notice is incorrect; he advised that the status of pickleball is tied up as there are two appeals, one with SWFWMD and the City of Venice. Mr. Bracco advised that Code Enforcement was present to conduct a sound test and the decibels were well below the acceptable level, and that was without any sound abatement. Discussion ensued.

Mr. Kleinglass advised that the pavers for the tiki bar renovation have been authorized but the landscaping related to the tiki bar has not been authorized. Mr. McCafferty advised that he will reach out to LMP. Mr. Kleinglass advised that the intent was to deal with Best Buy for the televisions at the tiki bar, but Mr. Booker had a vendor on site to provide a proposal. Mr. Thomas advised that the pricing for the outdoor televisions, two options for layout, 75" in the center and 65" on either side and another for a 65" on center and 55" on either side, and would cost roughly \$12,000 plus \$800 for installation. Discussion ensued.

Mr. Booker advised that regarding the Fitness and Pool Advisory Committee, a member has failed to attend in excess of five meetings in a calendar year and the remaining members have voted to recommend removal of the member.

On a Motion by Mr. Booker, seconded by Mr. Bracco, with all in favor, the Board Removed Mr. Frank Butry from the Fitness and Pool Advisory Committee, Due to Excessive Absence, for the Venetian Community Development District.

Mr. Booker recognized Mr. Friedman's efforts in cleaning up the tennis courts.

Mr. Kleinglass commended Dan, the maintenance gentleman, for his work.

TWELFTH ORDER OF BUSINESS

Adjournment

Ms. Blandon 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 12:06 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 34275
FACILITIES ADVISORY COMMITTEE MEETING
Minutes: October 3, 2022

Check if present	Attending Members	VCDD Liaison	Management Present
X		Steve Kleinglass	
X	Mark Kissinger, Chairperson		
X	Lynn Scisco, Secretary		via Zoom
X	Jill Pozarek		
X	Bob Ruffato		
X	Tim Carr		via Zoom
X X	Miles Cleary Heather Alexandre		Maintenance Supv Regional Lifestyle Mgr. (on behalf of Jeff Thomas)

1. Call to Order: Meeting called to order: by Chairperson Mark Kissinger at: 2:02 pm.
2. Establish Quorum - Mark Kissinger declared quorum was present & motion made/seconded/all in favor to include Lynn Scisco & Tim Carr to participate in meeting via Zoom.
3. Public Comments: no members of public were in attendance
4. Approval of September 6, 2022 minutes: Motion made/seconded/all in favor to accept minutes with one clarification as to comments made by Bob Ruffatto pertaining to Tiki Bar dishwasher. (noted & corrected)
5. Jill Pozarek noted lots of street signs downed from hurricane, along with mailboxes - considered it an urgent matter - and requested that Steve Kleinglass include that in his liaison report to VCDD.

6. CDD Liaison's Report by Steve Kleinglass: included the following topics:
- a) The VCDD has been meeting on an emergency basis along with POA and Community Association (cross-communication) and noted tremendous landscape damage. A discussion mentioning that FEMA has a federal contract with the City of Venice and should start debris removal on Wednesday.
 - b) Many River Club employees come from south of Venice.
 - c) A quick visual inspection indicated that: cupola was damaged, approximately a dozen roof tiles were damaged, Tiki Hut had only minimal damages/otherwise seemed to have fared well, a construction dumpster wasn't removed (Steve K spoke with contractor/Eric about that).
 - d) Guard house - guards are back on duty, some live wires are down, and cones are being used for caution.
 - e) Steve K also showed a map of our development to include ponds, and direction of outfalls (especially ponds #2, #4, #16) - and a mention that Rick/VCDD engineer noted flood levels have decreased. Belinda will be dealing with insurance information and deductibles.
 - f) Lynn Scisco requested that the VCDD, at their next meeting, show this map to residents and explain where ponds drain and other technical information so as to inform residents as to why ponds were filling the way they did - especially since parts of Otello section were underwater longer than the rest of the development.

Bob Ruffatto commented he would like to see gutters installed on Tiki Bar so we can determine how effective they would be should we experience another significant storm soon.

Miles Cleary reported that new patio furniture delivery was delayed but will be delivered this week. He will receive delivery and inventory and organize.

Tim Carr commented that now would be the time to have the contractor give a schedule of completion and provide a sequence of operation.

Miles reported on following topics: (refer to following handout per Miles):

FACILITIES COMMITTEE MEETING

October 3, 2022

HURRICANE DAMAGE

- Several roof tiles have been damaged by the hurricane. We will have Crowther Roofing to assess the damage and schedule repairs.
- The Clock Tower was damaged by the storm. Miles will contact Crowther Roofing and additional contractors to assess the damage.

(Miles stated that he will work with Mike Craychee on replacing control panel for clock tower since one clock is still not working.)

- The Lap Pool and the Resort Pool have been cleaned of hurricane debris. The “auto fill” pipe was broken during the storm. Our Pool Contractor has obtained the parts and Miles is scheduling the repair. We legally cannot reopen the pool until the repair has been completed and the water chemistry is balanced.
- A Tennis Court light pole between courts 1 and 2 is down. We will schedule removal and replacement.
- There is relatively minor fence damage between tennis courts 1 and 2.
- There is relatively minor fence damage in the receiving area by the kitchen entrance.
- The overhead canopies between the tennis courts have been damaged. They were removed prior to the storm.

OPEN ITEMS & INITIATIVES

- Handicap Entrance Door: We are scheduling Magnum Door Solutions to make the front door ADA compliant. The request has been approved by the CDD Board of Supervisors, in the amount of \$4,124.

(Committee discussion took place concerning Front door - locking system - and since one side of double door is fixed and locked (according to Bob Ruffatto), Miles will contact the Fire Department concerning emergency egress requirements. Tim Carr suggested that Miles memorialize - in writing - the conversation he has with the Fire Department).

- GoldiLocks is being scheduled to install an alternative solution to disable the existing locking mechanism, install a commercial dead bolt lock, and install a commercial pull handle, at a cost of \$802.50.
- NaturZone Pest Control pest control services has been engaged as our vendor, beginning October 1, 2022. The charge will be \$200.00 monthly vs. \$305.96 previously with Truly Nolan.
- Tennis Lights installation on courts 5 and 6 has been completed.

(Tim Carr also noted that there are people playing tennis at night - and it was discussed that Belinda check on any insurance issues that should be addressed.)

- We are coordinating the installation of a previous pool gate, with Keith Livermore, to facilitate food and beverage service access to the resort pool area.

(Committee discussed that a new pool gate (located parallel to lap pool) to be installed with a card reader control which will help servers get through easily and hope to prevent anyone from “propping” gate open during food delivery.)

- Miles has pressure washed demonstration tables, followed by treating with “Back to Black”. They faded to the previous condition within a couple of weeks.
- We have contracted with Veterans Air for a semi-annual HVAC Maintenance Agreement. The initial inspection is scheduled on October ?

- The water fountain located between tennis courts 1 and 2 requires repair or possible replacement.

g) Electrical inspection for POA offices is scheduled for 10/4/2022

Mark Kissinger noted that Facilities Committee members should still compile a list of suggested and itemized repairs, etc., and submit for discussion for next Facilities Committee meeting. In the interest of not using too much of Miles' time, Tim Carr personally will walk the River Club, tennis courts, etc with Miles during the week - October 12 at 1 pm. - so that Miles can open up any locked areas, for inspection.

Jill Pozarek mentioned that now would also be a good time to start looking into shade/sunscreen remedies once patio furniture is in place.

Miles Cleary will secure and make a "Construction Entrance - Closed" sign since it was reported that residents are using the construction entrance to access the pool area.

7. Meeting adjourned: 3:20 pm (motion made/seconded/all in favor)

Facilities Committee next meeting scheduled for:

Monday, November 7th, 2022 - 2pm at River Club

Venetian Community Development District

502 Veneto Boulevard

North Venice, FL 34272

Fitness/Pool Advisory Committee (FPAC)

Meeting Minutes – October 19, 2022, 10 a.m.

Attending Members: Richard Derby, Livvy Faford, Nancy Spokowski, Cindy Sniezek, VCDD liaison, Ernest Booker, Jeff Thomas, GM. Members of the public.

1. Meeting called to order at 10:05 a.m. by Nancy Spokowski.
2. Quorum established.
3. Public comments:

We had about twenty people come to air their opinions about a variety of subjects.

- Someone is crossing a member's name from the lap pool signup sheet.
- \$18/ hour is too much to pay a pool attendant.
- Pool people are walking through the fitness center.
- Several people complained about the fitness class sign-up hours.
- Someone suggested we should change our meeting time as to be more convenient to the public.
- Request no class sign up limits.
- Don't charge for classes.
- Classes should be held even if only one person signs up.
- Several members suggested we should call an instructor and apologize for cancelling her classes.

Old Business

A. Unauthorized use of pool facility by outsiders. Discussion tabled until a subsequent meeting.

B. Cleaning of fitness equipment. Cleaner is being sprayed on equipment but not cleaned off. Request that staff periodically wipe down equipment, including frames, to remove excess spray.

C. Lap pool reservation system. System is not able to handle changes that we have requested, but those that can be handled should be dealt with. Club Essentials has not been cooperative to date on the requested changes.

D. Survey results on preferred registration times for fitness classes cannot be located due to staff departures. Ellie said she would do it over.

E. Storage solution for water aerobics class paraphernalia. Cost would be \$800 each for a mobile unit. Stuff should not be put on dining tables because it is not sanitary.

New Business

A. Tiki furniture has been delivered and placed in storage.

B. Discussion of management of fitness class sign up limits. A three-time limit for attendance is not being followed. Discussion regarding a five-time limit. Some people are signing up for ten classes. Waiting lists, are not being maintained because the software would require a costly up date to manage.

C. Other business – Frank Butry has not been in attendance for some time and the committee voted all in favor to request his resignation.

Next meeting scheduled for November 16, 2022 @ 10:00 a.m.

Meeting adjourned 12:03 PM

Minutes submitted by Richard Derby

**Venetian Community Development District
502 Veneto Boulevard
North Venice, FL 34275
Landscape Advisory Committee
Meeting Minutes October 3, 2022**

Attending Members: Rick McCafferty, Joe Spallina, Harry Wildman, Lynn Matson, Debbie Gericke, Keith Livermore

Absent: Julia Salerno

Call to Order: 11:01Am

Discussion items:

Old Business

A. Debbie asked about work completed at base of sub community monuments.

Discussion amongst group about LMP did replace some items and are we satisfied with look. Discussion about leaving bowls empty

B. Joe discussed POA would like to join efforts with landscape committee

C. Rick shared deer have eaten arborical in round about and LMP will financially be responsible for replacement

New Business:

- 1. Rick McCafferty read letter from him as CDD representative to community re: storm debris and clean up efforts/ All agreed well written and send out to community**
- 2. Joe asked if we could replace big trees. Rick explained our insurance doesn't cover replacement nor mailbox replacement. Keith suggested trees may be covered by FEMA**
- 3. LMP can not remove trees on Laurel Rd until FPL removes downed cables**
- 4. Discussion regarding flower rotation to be discussed at special landscape meeting on Oct 17**
- 5. Discussion of mulch not be installed until December 1 TBD**
- 6. Harry suggested was there a way to save additional money by not doing flower rotation at all. Discussion tabled until later**
- 7. Rick meeting with LMP arborist to discuss downed or leaning trees**
- 8. Special meeting on October 17th at 11:00am to discuss further storm damage**

**Venetian Community Development District
502 Veneto Boulevard
North Venice, FL 34275
Landscape Advisory Committee
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Venetian Community Development District
502 Veneto Boulevard
North Venice, FL 34275
Landscape Advisory Committee
Meeting Minutes October 17, special meeting.

Discussion items:

Old Business

A. Mulch Dec 5th

B. RMcC Palm cost \$53k, doing a flower program is a good idea,

C.

New Business:

A. LMP will start grinding stumps starting with entry

B.

C. Recommendation to removed Ligustrums in 3rd island? D.

D. RMcC said that John Tuborg suggested to use jtrophia in place of palms

E. Motion passed to recommend choliis with red, green, with red Sun impatiens. Also Begonia as plan B.

F. L M P quote to replace plants eaten by deer at RC roundabout

G. Motion passed to remove any plants from monuments Pots and replant in other spots if possible

Next meeting and Adjournment:

- Next meeting to be held on November 7
- Meeting adjourned at

Minutes submitted by J Spallina, Secretary.

Venetian Community Development District
502 Veneto Boulevard
North Venice, FL 34275
Racquet Sports Advisory Committee
Meeting Minutes April 11, 2022

Members Present

Alan Lands

Mark Faford

Pat Hinsch – Chairperson

Brenda Mike

Sandra Nick

Pam Perry

Ernest Booker – VCDD Board Liaison

Management Present

Paul Varner - Tennis Director

1. Call to Order

The meeting was called to order at 2:00 p.m.

2. Establish a Quorum

Quorum was established with Mark Faford, Pat Hinsch, Alan Lands, Sandy Nick, Brenda Mike & Pam Perry present. Jack Challener was absent.

3. Approval of Minutes - A motion was made and seconded to approve the minutes of the March 14, 2022 RSAC Meeting. Motion passed unanimously 6-0.

4. Liaison Statements

- A. Ernest stated that at the last meeting certain actions took place that were divisive. This is a Recreational Committee. What was done and said at the last meeting was hostile. If it continues, he will take all necessary options to remove that person.
- B. Brenda Mike was appointed to fill the vacancy on the RSAC. We appreciate her willingness to serve on our Committee.

5. Strategic Planning Committee Presentation – Ed Weiland

- A. Ed summarized the six (6) Goals & Objectives in the Strategic Planning Committee Draft Document. He clarified that it is a draft plan, and that a lot of work was put into the document. A.L. asked if Ed was suggesting that the RSAC Committee develop bids, etc. It was clarified that our Committee will just make recommendations.
- B. This document will be a guide for the CDD Board members.

6. Public Comments 3-4 minutes per comment

Barb Puccia commented that she put the **four** names in for a reservation, but the court she was reserving was grabbed when she submitted the reservation. That was the second time that she experienced that situation.

Jeri Quinn said that she tried to book a court for Thursday at 9:30 because she could not play at 11:00 that week. She has eight people that play together twice a week on Tuesday and Thursdays. Someone booked two courts at 9:30 (one in her name and one in her husband's name who doesn't play tennis) so **she** reserved a court at 11:00.

Jeri said that we only have six courts and you could say we really only have five courts as we have a man here who books a court every day for singles. We have people playing four, five, six and even seven days a week. One of the men played 21 days during the month of March, and has made reservations on 14 of the 16 days so far in April.

7. Tennis Director's Report

Updates

- A. New benches installed

- B. Tennis Survey – Question 1 - Are you in favor of the residents reserving their own court and having the tennis professionals join them for a clinic? 130 responded Yes and 70 responded No. Question 2 – Are you in favor of morning clinics and programming during primetime throughout the year that involves multiple residents? 117 responded Yes and 90 responded No.
- C. Tennis Court Lights - Thanks to Tim Carr & Jill Pozarek on the Facilities Committee for obtaining a quote for Night lights for two of the tennis courts. The Board Approved the bid from Synergy Lighting to replace lights on court 5 & 6. Bids for the lights on the four remaining courts will be considered in the next fiscal year budget.
- D. Jake has changed his days off to Friday & Monday
- E. Guest Report – collected \$100

New Business To Be Done

- F. Focus on additional training to be sure that cleanliness standards are met, phone calls are returned in a timely manner
- G. Court 2 requires approximately \$60K to dig up, replace irrigation system and put in a new court.
- H. New trench drain will be installed alongside court 6. Waiting for installation date from Keith Livermore, CDD District Field Manager
- I. Bags of Har-Tru in the parking lot will be spread
- J. Shed re-furbishing – reorganized, new shelving, bulletin board, etc. installed
- K. Tread blaster drainage project
- L. New mats to be purchased

Summer Interclubs

- A. There will be three (3) Summer Interclubs. Tennis staff is not to be in the line-up if it results in excluding a Venetian resident.
 - Harry Orenstein - Wednesday Interclub with Jacaranda. 3 courts. Venetian host every other week. Upper level 3.5-4.0 men
 - Harry Orenstein - Friday Interclub with Plantation. 4 courts. Venetian hosts every other week. Upper level 3.5-4.0 Mixed Doubles.

- Bob Samuels – Monday, Wednesday, Friday Interclub with Plantation now coordinated by Gary Alexander. Play is at Plantation on Monday and Friday. Play is at the Venetian on Wednesday. Last season it was agreed that play at the Venetian would begin at 11:00 in May and move to 9:30 in June. 3.5 players Mixed Doubles.

Court Cleaning and Maintenance

- A. Basic Cleaning & Maintenance Agreement **provided to the Tennis Director**. There was limited discussion due to time constraints.

8. Old Business

- B. Pickleball – The City Planning Commission notified the Venetian on 4/11/22 that they are changing the date for our meeting to May 17th.
- C. Discussion of Tennis Rules including but not limited to Rules 7, 13 & 18. A vote was taken and unanimously passed Rule 7 by the RSAC Committee. It was decided that RSAC members will send suggested new wording for 13 and 18 to Supervisor Booker.

Tennis Rule 7

The Ball Machine may be used at the discretion of the River Club Manager, and can only be reserved one (1) day in advance, during the approved hours, for a maximum of 60 minutes. Residents may reserve the ball machine directly via the tennis reservation system or by calling the tennis shop.

D. Tennis Reservation System - Club Essentials

- Club Essentials software is now capable of allowing residents to book the ball machine for 60 minutes from 12:30pm to 5:00pm up to 1 day in advance as per our tennis rules. However, our tennis rules do not allow this as Rule # 7 states: "Ball machines may be used at the discretion of the River Club Manager and can only be reserved one (1) day in advance for a maximum of one (1) hour by calling the River Club Pro Shop only." This enhancement is on hold until RSAC presents all rule changes at a future CDD meeting.
- Club Essentials has reconciled the inconsistency in 2 of their reports as one of the reports cuts off at 12:00AM the day of the data range defined and another report cuts off at 11:59PM of that same day. Going forward, the RSAC will review

weekly play during prime time and decide if we recommend restricting weekly prime time play in the near future.

- Club Essentials software does not require a wifi connection to reserve a court; however, a user will need any type of internet connection to access the Club Essentials website.
- Club Essentials systems do not currently have a “anti-bot” feature in their booking system to stop someone programming an algorithm to reserve court time. Adding this feature would require custom development and a charge to the Venetian.
- The Venetian River Club uses Club Essentials software for lap pool reservations, Fitness Class reservations, and Dining Reservations.

E. The end of season Tennis Banquet will be held on April 20th from 1:00 – 3:00.

F. Discussion of Action Item Report tabled due to time constraints.

A Motion to adjourn unanimously approved and the meeting ended at 4:00 PM

Venetian Community Development District
502 Veneto Boulevard
North Venice, FL 34275
Racquet Sports Advisory Committee ("RSAC")
Meeting Minutes – July 11, 2022

Attending Members: Jack Challener (JC), Mark Faford (MF), Pat Hinsch (PH), Brenda Mike (BM), Sandy Nick (SN). Pam Perry (PP) participated via telephone.

VCDD Board Liaison: Ernest Booker (EB)

Staff: Paul Varner (PV)

1. Call to Order: Meeting was called to order by Chairperson, PH, at 2:10pm.

2. Establish Quorum: Quorum was established; 5 members were present.

3. Approval of Minutes:

- i. Typo corrected on item 7B changing "Celax" system to "Salix". No other edits made.
- ii. A motion was made and seconded to approve the amended minutes of the May 9, 2022 RSAC meeting. Motion passed 5 to 0.

4. Liaison Statements:

- i. EB stated that Rich Bracco will set up a meeting between pickleball supporters and opponents and facilitated by a mediator, as recommended by Venice City Council, to hopefully reach an agreement going forward prior to the next Venice City Council meeting scheduled for October 11, 2022.
- ii. Venetian CDD agreed to extend Vesta Management to December 31, 2022 at its earlier meeting today.
- iii. EB stated that Tennis Connection should be considered going forward for managing our tennis operations.

5. Public Comments:

- i. Tyler Cassell expressed his dissatisfaction with comments made at the last Venice Planning Commission meeting regarding the number of pickleball opponents at the Venetian.
- ii. Renee Pearlman supports limiting weekly tennis prime time play during peak season. She also expressed her concern about court maintenance (weeds in courts), water fountain between courts 1 and 2 is inoperable, limited number of tennis events provided, and supports guest fees but guests do not seem to be monitored.
- iii. Pat Appolonia inquired how frequently is the water/ice machine serviced. PV stated servicing is performed once a quarter. Pat recommended a label should be placed on water/ice machine documenting the dates of all servicing.

6. New Business:

- i. **Tennis Director's Report:** PV stated the following:
 - i. New water fountain between courts 1 and 2 is needed. PV requested General Manager, Julie, to purchase new fountain.
 - ii. PV is planning a Cardio Triples event and a Mixed Doubles event to be hosted in August 2022.
 - iii. PV agreed to send reminder to residents about existing guest rules and fees.
 - iv. The net placed across bleachers by court 6 is temporary as a drain will be installed.
 - v. PV to follow up with vendor for update on when lights will be installed on courts 5 & 6.
 - vi. PV stated Jake Rolli is an hourly employee.
 - vii. PV provided the daily schedule for court grooming as follows: Monday – Thursday: Jake; Friday: Miles; Saturday and Sunday: Dave
 - viii. PV asked to provide PP with a monthly report of tennis guests charged similar to what was provided by previous tennis director.

ii. Proposals for Court Resurface and Top Dress:

- i. PH led review of the proposals submitted by Ritzman Courts and Welch Tennis Courts, Inc. Discussion included laser grading of courts, warranties, amount of Hydroblend clay to be added to each court, new line tape and nails to be installed, and removal of all job-related waste materials.
- ii. Significant difference in proposal costs (over 10%); also Welch proposal included an escalation clause that could increase costs.
- iii. PH to request Rizzetta and Vesta management to seek additional proposals based on their network of qualified vendors.
- iv. SN to contact District Engineer (Rick Schappacher) to ensure Venetian roads can handle heavy loads of clay being delivered.
- v. RSAC recommendation will need to be presented to CDD for approval in next fiscal year.
- vi. Concern raised about timing of project, if approved, will need to be coordinated so league play is not adversely affected.
- vii. Motion to recommend a vendor tabled until additional proposals are hopefully received.

iii. Leagues and Interclubs 2022-2023 Season:

- i. PV agreed to work with all league captains to coordinate schedules to avoid court conflicts.
- ii. Sunday USTA Mixed Play at 12:30pm for 7.5-8.0 doubles players: issue is finding enough Venetian players at this level; so non-Venetian players have been on the Venetian roster in prior seasons.
- iii. Motion made and approved 5 to 0, with Tennis Director's approval, to allow non-Venetian 4.0 players (only) to play for Venetian USTA team provided that PV advertises within the Venetian and non-residents pay a guest fee.
- iv. PV agreed to discuss with team captain, Craig Tirgrath.

iv. **Proposed Change to Tennis Fees:**

- i. PV stated that all associations he is familiar with charge a fee for use of a ball machine.
- ii. Motion made to charge Venetian residents \$15 per hour for ball machine usage. Motion passed 4 to 1.
- iii. Motion made to increase the tennis day guest fee from \$10 per day to \$15 per day. Motion passed 5 to 0. Note there continues to be no charge for house guests.
- iv. RSAC made recommendation to EB, as Committee Liaison to RSAC and Fitness and Pool Advisory Committee, to charge the same pool day guest fee as the tennis day guest fee.

7. Old Business:

A. Pickleball:

- i. SN to speak to Pam Fox and Mike Seaman to inquire if they are available and interested in participating in the meeting between pickleball supporters and opponents and facilitated by a mediator, as recommended by Venice City Council, to hopefully reach an agreement going forward prior to the next Venice City Council scheduled for October 11, 2022.

B. Tennis Reservation System – Club Essentials:

- i. Club Essentials has the capability to implement a weekly limit of play time per resident during peak season only, if desired.
 - a. If a member has reached their limit for the week, the courts will be greyed out & the member will not be able to open the booking window.
- ii. Club Essentials software sends court notices via email immediately to all players who have reserved court time once the administrator cancels or updates the system.
 - a. PV confirmed that all tennis staff are now trained on entering notifications on Club Essentials software.
- iii. MF recommended that residents should refresh their computer's browser before the tennis reservation system opens and close open files in order to verify that the countdown timer is accurate and not caching.
- iv. MF stated that the reservation system does not accurately reflect the actual players quite frequently.
 - a. MF recommended that tennis staff monitor the actual players and update the tennis reservation system accordingly.
 - b. It will also be beneficial that all players names be entered accurately into the reservation system if weekly play time during prime time is limited in the future.

The meeting was adjourned at 4:02pm

The next meeting is to be held on September 12, 2022 at 2:00pm

Minutes submitted by Mark Faford

Venetian Community Development District
502 Veneto Boulevard
Venice, FL 34275
Racquet Sports Advisory Committee
Meeting Minutes Monday September 12, 2022

Attending Members: Jack Challener(JC), Mark Faford(MF), Pat Hinsch(PH), Brenda Mike(BM) Sandy Nick(SN), Pam Perry(PP) via WIFI

Liaison: Ernest Booker (EB) VCDD Board member

Guest present: Dave Freiman(DF), President & CEO Tennis Connections (TC)

1.Call to Order: Meeting called to order by Chairperson PH at 8:00 a.m.

2. Establish a Quorum: A motion was made by PH and seconded to allow PP to vote via WIFI. Motion passed 5-0. Quorum established: 6 members present.

3. Approval of Minutes: A motion was made and seconded to approve the minutes of July 11, 2022, motion passed 6-0

4. Liaison Statement: EB stated that there is an administrative hearing on October 25, 2022 to add pickleball courts in the amenity area of the VGRC. EB stated we are committed to hire an attorney for our hearing on October 25, 2022 & remediation by the CDD. SN commented that she emailed Mr. Feltquate & he has responded. She is currently working with him to set up a date for a Pickleball sound test & remediation. PH stated she has copies of the City Council's email addresses so residents will be able to send in emails with their comments.

5. Public Comments:

1. Barb Jasper is concerned about the Tennis Rules 1, 13,14. **PH** interjected that only 2 Tennis Rules would be affected, rules 1 and 14 are going to stand as is. There will be an alteration to rules 13 & 7. Barb Jasper had a question on restriction on prime time and thinks there will be an issue with team tennis. She would like to know if there will be a limit on men's play in prime time. **PH** explained the changes and none of the team matches will start before 11:00 a.m. Also explained 9:30 – 11:00 courts will be open every day. There will not be a limit on teams this year but could be looked at next year. Barb Jasper also asked will TC monitor how many times a player plays in a week. **PH** remarked that monitoring times is an issue and our software can be used for this purpose.
2. Tim Carr (written comments read by MF) is disappointed in Paul Varner's lack of response about the tennis lights installation. Emails & voice messages from the vendor to Paul were never returned. Tim is disappointed in the CDD & RSAC for putting out emails soliciting residents for RSAC membership and not acknowledging 2 residents who submitted an interest in a timely manner. Per **EB**, comments from Tim Carr are duly noted.

6. New Business: Tennis Connections Presentation

EB explained that he became the RSAC liaison 2 years ago and since then he has received hundreds of complaints concerning the quality of the delivery of tennis services here at the Venetian which have been difficult to address due to management changes. This process all needs to be revamped. **EB** then introduced **DF** from **TC** to give a presentation of his product.

DF explained that he previously did a presentation of TC to the CDD in July along with Vesta. He then showed a video presentation. **DF** talked about the great programs and services that are available with TC such as:

- *Work with coaches worldwide
- *Expertise in tennis court maintenance
- *Oversee any project done in the Venetian
- *Private Instructions
- *Special Events
- *Clinics

DF made the following statements and then was questioned by the committee

***DF** stated that issues with courts can be fixed; courts are about 15-20 tons short of clay affecting pitch & drainage

***DF** stated TC will scarify & clean up (top dress) to replace clay lost. Crew coming in September 15th thru 17th (Thursday, Friday & Saturday) to scarify & add clay; need to kill algae.

***EB** clarified that their services would extend through December 31, 2022 along with Vesta. **DF** understood this also.

***EB** asked if they are familiar with the two contractors & **DF** only familiar with Welch. **DF** will also oversee all contractor projects.

***MF** questioned **DF** if they are familiar with hydro courts & **DF** responded that they are familiar with the maintenance of this type of court has been involved in court maintenance for over 30 years. The courts will need to be monitored & adjusted.

***EB** asked **DF** when he could commit to this facility and **DF** committed to Wednesday, September 14 before the courts project starts on Thursday, September 15. **EB** also asked if TC will be willing to monitor a staff member if they need to obtain the necessary certifications to teach at the Venetian. **DF** responded that this is what they actually do as an organization.

***MF** asked **DF** if there will be employees at this facility at all times & what time do they start? **DF** stated he will be on site 7a.m to end of day, Monday thru Friday & possibly Saturday & Sunday occasionally. Tennis staff will also be onsite 7 days.

***MF** questioned if they have dedicated courts just for TC. **DF** stated just 1 court in a.m. for clinic and 2 courts in p.m. Courts will be released day before if no activity signed up for use.

***MF** questioned **EB** on what the cost will be for the community. **EB** responded that there will be no additional financial requirement. It will be cost neutral, possibly savings. **PH** reminded that 10% of revenue would be kicked back to the club.

***JC** asked if they can block out courts & **DF** responded that they do not.

***A** question was asked from the audience about an electronic board & **DF** responded that they are looking at that.

***MF** asked that if we would have non-resident students coming into our community, from insurance standpoint, how will we be protected. **EB** stated that this will be looked at by TC & Vesta, also hours will be only between 3-7 p.m. Non-residents will not have access to any other amenity. **DF** states included in waiver.

***JC** questioned since we are paying for tennis staff will they give them direction? **Julie Cortina** responded it will be Vesta on an HR perspective and **DF** will be responsible for maintenance staff. **DF** stated that they will also manage hours to get as much productivity out of the workers as possible.

***MF** asked if they would be using the same Club Essential software initially. **DF** said they would still use the same software for Tennis. They have their own software for the Pro Shop. **MF** questioned after January will they maintain the same software & **DF** replied they will use which software is best suited which could be Club Essentials.

***A** question was asked from the audience if there will be a resident pro? **DF** stated yes, eventually, but right now since he is an Elite Professional, he will be the pro on site.

***PH** talked to a number of players that play at TC maintained courts and they all praised TC on court maintenance, clinics and team tennis.

EB stated he needed to make two motions, the first being to suspend Rule 13. This is needed to be able to access 1 teaching court because it restricts their ability to teach.

PH made a motion to suspend Rule 13 and was seconded by BM. The committee then discussed this motion. **MF** stated with the rule suspended it will allow the ball machine to be used during Prime Time. **PH** responded that **EB** asked for a second motion regarding the ball machine. **The motion on Rule 13 passed unanimously 6-0.**

PH made a motion that the RSAC recommend to the CDD an amendment to Rule 7 to read "the ball machine may be used at the discretion of the River Club Management and can be reserved one day in advance during the approved hours for a maximum of 60 minutes. Residents may reserve the ball machine directly via the tennis reservation system or by calling the tennis shop." Motion seconded by BM and no discussion needed. Motion passed unanimously 6-0

PH made a motion to recommend to the CDD to support and authorize engagement of TC as a 3rd party contractor under the Vesta contract to manage all racquet sports/tennis operations here at the Venetian until December 31, 2022 and was seconded by SN.

Discussion followed: **MF** is concerned about question 14 on 2020 survey that most respondents were in favor of a rule prohibiting a private lesson using the ball machine during prime and the biggest concern last year was can we limit the amount of play time a player can play during prime time. If this can happen it would hopefully free up courts so more players can play. **MF** feels this is going the opposite way because of TC tying up 1 court in a.m. but realizes that the court will not be held if not needed and released the day before as mentioned by **DF**. **Motion passed unanimously 6-0**

The next **RSAC** meeting will be held October 10, 2022

Meeting adjourned at 8:50 a.m.

Venetian Community Development District
502 Veneto Boulevard
North Venice, FL 34275
Racquet Sports Advisory Committee (RSAC)
Meeting Minutes – October 24, 2022

Attending Members: Pat Hinsch (PH), Jack Challener (JC), Mark Faford (MF), Brenda Mike (BM), and Pam Perry (PP)

VCDD Board Liaison: Ernest Booker (EB)

Staff: Dave Freiman (DF), The Tennis Connection

1. Call to Order: Meeting was called to order by Chairperson, PH, at 2:00pm.
2. Establish Quorum: Sandy Nick was absent, but a Quorum was established with five members present.
3. Approval of Minutes of September 12, 2022: A correction to the minutes was noted on page 2 second paragraph from the bottom to take out the word “only,” as the ball machine can be reserved... PH will have Sandy to make the correction. Thereafter, a motion was made and seconded to approve the minutes. Motion passed 5-0.
4. Liaison Statements: EB expressed thanks on behalf of the CDD and the community for the extra efforts performed by Tim Carr, Mark Faford, Paul Ryan, and Billy Lachman. Due to an unexpected staff resignation, the four residents served in an unofficial committee role to assist in the maintenance of the tennis courts. A round of applause was extended to them. EB indicated the pickleball hearing scheduled for the 25th was postponed until mid-January for an administrative hearing for a water runoff issue. He indicated the added cost factor (legal fees) involved; however, all have a right to appeal. Further, EB mentioned normally receiving an average of 15 to 20 complaints a week of tennis issues. Since we hired the services of The Tennis Connection, EB said he is now receiving 5 to 10 compliments a week about the tennis courts, staff, etc. Finally, EB said at the CDD meeting earlier in the day, Vesta’s contract has been approved through the end of the year and extended for another three years after that time. EB made it clear in the CDD meeting that we will continue the services of The Tennis Connection through the new contract period.
5. Public Comment: PH asked for comments to be limited to 2-3 minutes.

Tyler Cassel indicated attending the pickleball sound test on October 18 along with others. Even though the demo was set up with four people volleying and the noise measured from 105 Bella Vista (across the street) did not violate the code to incur a fine/penalty, he said it was an incomplete test. Tyler believed the noise test should have been measured from unit 101. As well as the results does not take into consideration a

full measurement with all the tennis courts in use, the loss of value of nearby condos, and their quality of life. Tyler recommended the RSAC to attend their next meeting.

Renee Pearlman expressed concern of losing one court daily during primetime, and how it will work as more residents return wanting to play. PH did not foresee any issues as other Venetians are working with Dave on that court, and there have been no issues to date. DF said to help accommodate residents, he is blocking the court from 9:30am – 12:30pm. This allows for residents to book the court at the 8:00am time slot. And, after reviewing the reservations the day prior, DF will release the court if no clinics have been booked.

With no other guest speakers, PH closed out Public Comment.

6. New Business:

A. Tennis Director's Report: DF stated the following:

- i. He appreciated the warm welcome by the tennis community, and team captains have stopped by introducing themselves.
- ii. The tennis courts are safe and playable again prior to and since concerns with the shut down during Hurricane Ian.
- iii. The big resurfacing of all six courts is expected around December 19th.
- iv. Tennis Connection has its own POS system for charging residents for lessons, stringing, etc. Dave explained the differences versus being charged through their existing Venetian account.
- v. Since several staff members have still been impacted by the hurricane, Dave is working with a local non-profit to hold a fundraiser in November that would benefit the employees. He will be looking for volunteers to assist him and donating items for a Silent Auction. More to follow via email.
- vi. A British Invasion event is planned on December 13th to include three hours of tennis on the courts. More to follow.
- vii. Interviewing for coaching and maintenance staff.
- viii. Upkeeping and reviewing the guest log to ensure all are registered and are charged fee.
- ix. DF was made aware of court two concerns over the weekend concerns over the not being safe to play on. No staff on weekend. But worked on first thing Monday morning. Until the court is deemed safe for residents to play on, he will use it for lessons.
- x. New lights working good on courts 5 and 6. Dave is encouraging residents to make reservations and take advantage of evening play. He is looking into quotes for installing new lights on the other four courts.

B. Tennis Guests: As a result of other local club's tennis court damages from Hurricane Ian, PH explained the special arrangements agreed to by DF to allow guests of members to exceed the twice a month during season thru the end of October. However, the guests are to be logged in, play at 12:30 or later, and pay

the \$10 guest fee. DF indicated that this is a goodwill gesture, as he is hopeful Plantation GCC will return the favor when our courts are closed in December. PH reviewed the handout on the tennis website of making reservations, registering guests, violations, etc. All agreed that the violations of the below rules should be enforced:

- **1st violation- a verbal warning from management.**
- **2nd violation- suspension of reservation privileges for 2 weeks.**
- **3rd and subsequent violations- suspension of tennis playing privileges for 2 weeks.**

As residents are returning for the season, BM suggested a reminder email to include the above to be sent to residents. DF said he and the staff are reviewing the reservation page and it is helpful when brought to their attention.

C. Leagues – TriCities, Suncoast, JEPVCO, and USTA 2022-2023 Season: PH reviewed the handout showing the number of teams, days and times of matches, captain's info, etc. Even though it was discussed and agreed to have all league matches to start at 11:00 or later, there will be a time when one team will start at 9:30. PH was unaware of a second Men's 75 team added until after they were registered. As a result, PP expressed concerns of the impact on the start time for Home matches being interrupted for the Ladies Combo in January. PH asked PP to get with Jim Kelley (the captain of the JEPVCO team) to coordinate start times for Home matches at 11:00. Bottom line, PH indicated there are concerns with the number of leagues and social/inter-clubs during season that will impact residents being able to book courts. A rule needs to be in place that will limit the number of teams a resident can play on. For example, one person plays on six teams, two other residents play on three and four teams. A meeting with DF and Captains may help by consolidating some teams and reviewed with the committee prior to the 2023-2024 season.

D. Ball Machine Access: PH mentioned with the two new lights on courts 5 and 6, residents may want to reserve the ball machine after 5:00pm. Right now, the ball machine is put away and locked when staff leaves for the day. The committee discussed options for a separate shed with lock, cameras, and/or chaining the machine to a fence, and residents signing a personal responsibility form. The GM suggested putting up a partition on the existing shed that would only house the ball machine and have a separate lock. This would reduce the cost to build a separate shed. The committee favored that recommendation. Dave and Jeff will work on getting quotes. The discussion pursued with the increased in costs and usage of ball machine, should a fee be imposed. Dave indicated that most clubs charge a nominal fee to use ball machine, and/or pay annual dues to be in a ball machine club. The fees would help to offset the increased usage, keep better balls in the machine, and add towards upgrading the existing machine. MF indicated there was quite a bit of pushback from residents to impose a ball machine fee. However, this can be revisited once a quote is provided and more accessible to residents.

7. Old Business:

- A. Pickleball – See liaison comments above on line 4. PH believes the recent sound barrier test results were sufficient. MF, EB (has the video), and the City's Noise Ordinance Officer were present during the test.
- B. Club Essentials – MF works closely with Club Essentials as issues arise with the reservation system from residents. He noted that even though not as many issues recently, there are still bugs in the system. For example, instead of names listed, TBD was entered twice to make the reservation. Another instance was a resident inputting their name twice (member and guest). PH indicated that Dave (pool attendant) handled a recent situation perfectly when realized that names on the reservation page did not match number of people on the courts. He addressed the matter with the resident and explained the process of inputting guest names and charging guest fees. While MF has looked at other software for reservations, they had more restrictions. The question of whether Club Essentials is competitive with other software programs is uncertain. PH shared from a recent invoice; the Venetian paid \$800 a month. But that includes the software being used for all reservations (tennis, dining, pool, etc.). DF shared that no software system is perfect, and there are always ways of manipulating the system to make a reservation. He suggested to continue to bring concerns to him and staff so they can be addressed. On a positive note of using Club Essentials, MF indicated the software has the capability to limit play during primetime.

8. Next Meeting – November 14, 2022, at 2:00pm.

9. Prior to Adjournment, an audience member raised concerns of the actuality of courts being closed two weeks over the Christmas holiday. This is the time when family visits and they look forward to playing tennis. DF and PH acknowledged the concern. But they had to choose a time when league play would not be impacted. DF said a contract has been signed, and he is hopeful that it will not take two weeks for completion. In the meantime, he will reach out to Plantation GCC and other clubs to use their courts while ours are closed.

With no other business, the meeting was adjourned at 3:40pm.

Minutes submitted by Brenda Mike

Venetian Community Development District
502 Veneto Boulevard
North Venice, FL 34272
Social & Dining Advisory Committee
Meeting Minutes-October 12, 2022

Attending Members: Diane Bazlamit, Joe Browne, Linda Cautero, Livvy Faford, Pat Jones, and Kathy Thomaston. Also present were the River Club staff members: Julie Cortina, Angela Cerce, Ellie Weems and Stefan Franze. CDD liaison Rich Bracco was also in attendance.

Absent: Sarah Quinn

Call to order: Linda Cautero, Chairman, called the meeting to order at 10:05 am. Minutes of the September meeting were approved with noted changes.

Public Comment:

Darlene Schimberg commented that she is concerned about the number of temporary staff and costs associated with temps at the RC. She suggested that there should be a designated staff parking area further from the building so that parking would be available for residents. It was stated that Vesta has the authority to hire temps to get the job done, especially in light of Hurricane Ian. Darlene stated that she is impressed with Chef Stefan and the great staff at the RC. Julie commented that the Vesta Foundation has supported several River Club employees who were dealing with the aftermath of Hurricane Ian.

Pat Appolonia commented that communication and reservation issues persist from a resident perspective. Ellie stated that she has a simple fix regarding these issues that has to do with the intervals for the reservation system. Pat questioned if Vesta management reviews communications prior to their release on e-blast to the community.

Discussion Items:

Old Business:

- A. Prior Minutes/Discussions: The Social and Dining Committee based on resident comments, has repeatedly requested that casual and healthy food items be added to the dinner menu.
- B. Next Door: Discussion regarding many positive comments to Chef Stefan on recent dining experiences by residents.
- C. Dueling Pianos: Performance will start at 7:00 PM. Event sold out in two hours and now there is a wait list. Suggested that menu always be attached to the event flyer. There is a need to clarify what time the event gathering is for cocktails and what time seating is for the dinner portion of the event.
- D. Catering of Outside Events: Vesta is working on the resident versus outside event ratio. Concern discussed about the revenue from outside events at the expense of residents. Catering menu for outside events needs to be reviewed and updated prior to future commitments. We need to understand if outside events are profitable.
- E. Thanksgiving: Committee recommended to Vesta Management that the current state of the Thanksgiving reservations need to be reviewed. Any reservations

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Social & Dining Advisory Committee
Meeting Minutes-October 12, 2022

taken inadvertently in advance by phone or in person should be canceled with a proper explanation to residents as to how the reservation system will work going forward for the Thanksgiving event. ALL residents should get the opportunity to make their reservation on the same day at the same time. Reservation notification needs to be presented in advance. The on-line system for reservations must be working properly. Vesta management agreed to make these corrections.

New Business:

- A. New Year's Eve: Concept will be a gold, silver and a white spectacular. Some ideas are to have a champagne welcome cocktail, passed hors d'oeuvres, Charcuterie, a plated duet meal, professional dancers on the floor during dinner, rolling magician. Suggested that the dance floor be in the middle of the room. Table will be of 8 people maximum. There will be a charge for cancellations. There could be a 150-person maximum but still to be decided. The band is Island Hoppers and contracted at a very good price
- B. Ladies Luncheons: Toys for Tots will be on Wednesday, 12/7. Residents will be asked to bring an unwrapped toy for donation.
- C. There may need to be stipulations relative to each of the larger events regarding cancellations. Also, the names for each resident may be required when reserving tables in advance. No more "TBD" possibly.
- D. Discussion about residents' request to offer shareables at the bar during happy hour. Management said that will be available soon.
- E. Management hoping to offer a Tiki Bar Grand Opening/Season Party on November 18.
- F. British Invasion Event 12/13- Plan is for a possible 5-hour event. Offer mimosas and pastries in the morning followed by lunch. Tennis will be organized by Dave (Tennis Connection) and other various games on the lawn could be offered.
- G. Strategic Plan-Vesta Management needs to be familiar with the approved Strategic Direction and follow the plan. Surveys must be conducted on a regular basis. There needs to be a usage report of meals, location of meals, etc. Monthly statements to residents should be itemized accordingly.

Management Report:

- A. New dinner menu will be introduced this evening to offer small bites and casual items.
- B. A "Save the Date" will be sent out to all residents with events offered from today's meeting through New Year's Eve. It will be a listing of events and the event date with further information to follow.
- C. Vesta has a Regional Director of Lifestyle that will offer support for the region including the VGRC. She will work with Ellie on various projects.
- D. Management will review eligibility of reservations to be made at the first of each month.

Venetian Community Development District
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Social & Dining Advisory Committee
Meeting Minutes-October 12, 2022

Liaison Report:

- A. There were two emergency meetings of the CDD regarding approval for clean-up services after Hurricane Ian. Measures of safety and beauty of the community were reviewed. Hoping to save the Jewel Palms that are priced at \$15,000. Some are being staked.
- B. Rich and the attorney sending a letter to the city of Venice so debris in our gated community will be removed by the city. City is asking FEMA for payment if they go into gated communities. Much debris in our community is being removed to Laurel Road which is public property and then it will be removed by the city.

Next Meeting and Adjournment:

Next meeting to be held on November 9, 2022
Meeting adjourned at 11.51 AM.

Minutes submitted by Livvy Faford