



**VENETIAN ISLES
COMMUNITY DEVELOPMENT
DISTRICT**

**MIAMI-DADE COUNTY
REGULAR BOARD MEETING
FEBRUARY 28, 2017
7:00 P.M.**

Special District Services, Inc.
6625 Miami Lakes Drive, Suite 374
Miami Lakes, FL 33014

www.venetianislescdd.org
305.777.0761 Telephone
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AGENDA
VENETIAN ISLES COMMUNITY DEVELOPMENT DISTRICT
Venetian Isles Community Clubhouse
15355 Egret Lake Circle
Miami, Florida 33185
REGULAR BOARD MEETING
February 28, 2017
7:00 p.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Additions or Deletions to Agenda
- E. Comments from the Public for Items Not on the Agenda
- F. Approval of Minutes
 - 1. October 25, 2016 Regular Board Meeting.....Page 2
 - 2. January 24, 2017 Regular Board Meeting (Cancelled – No Minutes)
- G. Old Business
 - 1. Pilot Project - Option “B” (Egret Lakes Circle)
 - (i) Discussion Regarding Permitting Process and Role of Venetian Isles Master HOA
 - (ii) Staff Update
 - 2. Community Street Sign Project – Update
- H. New Business
- I. Administrative & Operational Matters
 - 1. Discussion Regarding Holdover Board Members and Filling Vacancies (Seat 1 & Seat 5)
 - 2. Staff Report as Required
- J. Board Member and Staff Closing Comments
- K. Adjourn

MIAMI DAILY BUSINESS REVIEW

Published Daily except Saturday, Sunday and
Legal Holidays
Miami, Miami-Dade County, Florida

STATE OF FLORIDA
COUNTY OF MIAMI-DADE:

Before the undersigned authority personally appeared MARIA MESA, who on oath says that he or she is the LEGAL CLERK, Legal Notices of the Miami Daily Business Review f/k/a Miami Review, a daily (except Saturday, Sunday and Legal Holidays) newspaper, published at Miami in Miami-Dade County, Florida; that the attached copy of advertisement, being a Legal Advertisement of Notice in the matter of

VENETIAN ISLES COMMUNITY DEVELOPMENT DISTRICT -
FISCAL YEAR 2016/2017 REGULAR MEETING SCHEDULE

in the XXXX Court,
was published in said newspaper in the issues of

10/14/2016

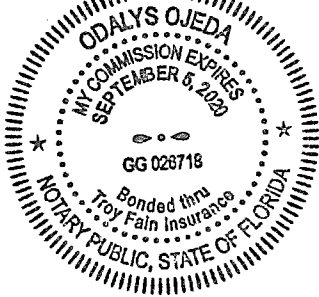
Affiant further says that the said Miami Daily Business Review is a newspaper published at Miami, in said Miami-Dade County, Florida and that the said newspaper has heretofore been continuously published in said Miami-Dade County, Florida each day (except Saturday, Sunday and Legal Holidays) and has been entered as second class mail matter at the post office in Miami in said Miami-Dade County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he or she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper

Sworn to and subscribed before me this
14 day of OCTOBER, A.D. 2016

[Signature]

(SEAL)

MARIA MESA personally known to me



**VENETIAN ISLES COMMUNITY
DEVELOPMENT DISTRICT
FISCAL YEAR 2016/2017 REGULAR
MEETING SCHEDULE**

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Venetian Isles Community Development District will hold Regular Meetings in the Venetian Isles Community Clubhouse Meeting Room located at 15355 Egmont Lake Circle, Miami, Florida 33185 at 7:00 p.m. on the following dates:

- October 25, 2016
- November 22, 2016
- November 29, 2016
- December 20, 2016
- December 27, 2016
- January 24, 2017
- February 28, 2017
- March 28, 2017
- April 25, 2017
- May 23, 2017
- June 27, 2017
- July 25, 2017
- September 26, 2017

The purpose of the meetings is to conduct any business coming before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Copies of the Agenda for any of the meetings may be obtained from the District's website or by contacting the District Manager at (305) 777-0761 and/or toll free at 1-877-737-4922 five (5) days prior to the date of the particular meeting.

From time to time one or two Supervisors may participate by telephone; therefore, a speaker telephone will be present at the meeting location so that Supervisors may be fully informed of the discussions taking place. Said meetings may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at (305) 777-0761 and/or toll-free at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

Meetings may be canceled from time to time without advertised notice.

VENETIAN ISLES COMMUNITY DEVELOPMENT DISTRICT

www.venetianislescdd.org
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16-58/0000160630M

VENETIAN ISLES COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
OCTOBER 25, 2016

A. CALL TO ORDER

The October 25, 2016, Regular Board Meeting of the Venetian Isles Community Development District was called to order at 7:03 p.m. in the Venetian Isles Community Clubhouse located at 15355 Egret Lake Circle, Miami, Florida 33185.

B. PROOF OF PUBLICATION

Mr. Kalin presented proof of publication that notice of the Regular Board Meeting had been published in the *Miami Daily Business Review* on October 14, 2016, as part of the District's Fiscal Year 2016/2017 Regular Meeting Schedule, as legally required.

C. ESTABLISH A QUORUM

Mr. Kalin determined that the attendance of Chairman Andres Vazquez, Vice Chairman Luis Baluja and Supervisors José Medina and Richard Borrazas constituted a quorum and it was in order to proceed with the meeting.

Staff members in attendance were: District Manager Neil Kalin of Special District Services, Inc.; and District Counsel Michael Pawelczyk of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

Also present was Alex Candelario, Affinity Property Management, Miami, Florida.

D. ADDITIONS OR DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

E. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA

There were no comments from the public for items not on the agenda.

F. APPROVAL OF MINUTES

1. September 27, 2016, Regular Board Meeting

The minutes of the September 27, 2016, Regular Board Meeting were presented and the Board was asked if there were any changes. There being no changes, a **motion** was made by Mr. Baluja, seconded by Mr. Vazquez and unanimously passed to approve the minutes of the September 27, 2016, Regular Board Meeting, as presented.

Note: At this juncture, Mr. Borrazas excused himself from the meeting room.

G. OLD BUSINESS

1. Pilot Project – Option “B” Egret Lake Circle - Discussion Regarding Additional Proposals

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Mr. Kalin provided the Board with a fourth quote from Arking Solutions, Inc. to construct Option B of the Pilot Project on Egret Lakes Circle. Inclusive of the proposal from Arking Solutions, Inc., pricing ranged from \$19,896.59 to \$54,000. A discussion ensued after which:

A **motion** was made by Mr. Baluja, seconded by Mr. Vazquez to engage Arking Solutions, Inc. to perform installation services of Option B of the Pilot Project (on Egret Lakes Circle), subject to and conditional upon the District Manager obtaining favorable references and further authorizes District Counsel to prepare a Small Project Agreement (“Agreement”) between the District and the contractor and authorizes execution of the Agreement by District officials upon final approval by District Counsel and the District Manager. Upon being put to a vote, the **motion** carried on a vote of 4-0, with Mr. Borrazas not being present at the time the vote was taken).

2. Community Street Sign Project Update

Mr. Kalin advised the Board that there was still one sign/post to be installed at the entrance to the Murano subdivision. This particular sign post-hole location had to be manually dug due to multiple underground utilities. In addition, it was noted that the District was working with the Master HOA to resolve the issue of the stop sign location on the exit lane at the Bellagio subdivision. Mr. Kalin stated that a final invoice/statement would be sent to the Master HOA for the balance of their share of the Sign Project.

*Note: At this juncture, Mr. Borrazas returned to the meeting room. Prior to continuing, Mr. Borrazas, who was not present for Agenda **Old Business Item 1** and did not vote on the item, stated, for the record, that he was not in favor of the Pilot Project.*

3. Staff Report, as Required

There was no Staff Report at this time.

H. NEW BUSINESS

1. Consideration Resolution No. 2016-05 – Adopting a Fiscal Year 2015/2016 Amended Budget

Resolution No. 2016-05 was presented, entitled:

RESOLUTION NO. 2016-05

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
VENETIAN ISLES COMMUNITY DEVELOPMENT DISTRICT
AUTHORIZING AND ADOPTING AN AMENDED FINAL
FISCAL YEAR 2015/2016 BUDGET (“AMENDED BUDGET”),
PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND
PROVIDING AN EFFECTIVE DATE.**

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Mr. Kalin read the title of the resolution into the record and provided an explanation for the document. He indicated that the Operating Fund, as of September 30, 2016, had a positive balance. In addition, Mr. Kalin stated that the Debt Service Fund (2013 Series Refunding Bonds) had sufficient funds to make the November 1, 2016, required debt service payment. A discussion ensued after which:

A **motion** was made by Mr. Medina, seconded by Mr. Borrazas and unanimously passed to approve and adopt Resolution No. 2016-05, *as presented*, thereby setting the amended/revised final budget for the 2015/2016 fiscal year.

2. Consider Resolution No. 2016-06 – Authorizing Electronic Approvals & Check Signers

Mr. Kalin presented Resolution No. 2016-06, entitled:

RESOLUTION NO. 2016-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VENETIAN ISLES COMMUNITY DEVELOPMENT DISTRICT, AUTHORIZING THE ESTABLISHMENT OF A DISTRICT CHECKING/OPERATING ACCOUNT, DESIGNATING DISTRICT OFFICIALS AND/OR AUTHORIZED STAFF TO REVIEW, APPROVE AND ISSUE PAYMENT OF EXPENDITURES VIA ELECTRONIC APPROVAL PROCESSES, SELECTING THE SIGNATORIES THEREOF; AND PROVIDING AN EFFECTIVE DATE.

Mr. Kalin provided an explanation for the document. A discussion ensued after which:

A **motion** was made by Mr. Baluja, seconded by Mr. Medina and unanimously passed to approve and adopt Resolution No. 2016-06, *as presented*, thereby authorizing electronic approvals for expenditures and selecting Todd Wodraska, Jason Pierman, Tricia Lascasas, Peter Pimentel, Neil Kalin and Andres Vazquez to serve as the signatories on the District's checking/operating account. It was noted that each check would require two (2) signatures and that checks would be released after electronic approvals had been provided by the Chairperson or the Vice Chairperson in the Chairperson's absence.

I. ADMINISTRATIVE & OPERATIONAL MATTERS

1. Discussion Regarding General Election and Declaring Vacancies – Seats 1 & 5

Mr. Kalin stated there were no qualified electors that had qualified for Seats #1 and #5 during the qualifying period for the District election which is to be held during the 2016 General Election process for the Venetian Isles Community Development District ("District"). He noted that since the Board would not meet again until sometime after the two weeks after the 2016 General Election or in the new year (2017), it would be in order to declare vacancies in

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Seat #1 and #5, effective as of the second Tuesday of November (November 22, 2016) following the November General Election (November 8, 2016). Mr. Baluja currently serves in Seat #1 and Mr. Medina currently serves in Seat #5; therefore pursuant to Section 190.006, Florida Statutes, incumbents will serve no longer than ninety (90) days from November 22, 2016 (February 20, 2017), or until an appointment to the respective vacancy has been made. A discussion ensued after which:

A **motion** was made by Mr. Borrazas, seconded by Mr. Medina and unanimously passed to declare vacancies on the District's Board of Supervisors in Seats #1 and #5, effective as of November 22, 2016, and the Board shall appoint qualified electors within ninety (90) days from November 22, 2016, to fill said respective vacancies.

In addition, Mr. Kalin stated that Mr. Borrazas, who had qualified for Seat #2 and was the only candidate to qualify for this Seat, was declared *elected unopposed* by the Miami-Dade County Supervisor of Elections. Consequently, Mr. Borrazas will assume office on the second Tuesday following the November General Election. Since the Board could possibly not meet again until sometime after November 22, 2016, Mr. Borrazas will be sent an Oath of Office form so that he can be administered the Oath of Office by a Florida Notary Public; and the completed Oath form should be returned to the District Manager's office.

2. Staff Report, as Required

There was no Staff Report at this time.

J. BOARD MEMBER & STAFF CLOSING COMMENTS

The Board discussed the upcoming meeting schedule and the consensus was to meet on November 29, 2016, only in the event that important/critical District business required consideration and approval.

Holiday greetings were exchanged by those in attendance.

K. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Vazquez, seconded by Mr. Borrazas and unanimously passed to adjourn the Regular Board Meeting at 7:44 p.m.

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Secretary/Assistant Secretary

Chairperson/Vice Chairperson