



**VENETIAN ISLES
COMMUNITY DEVELOPMENT
DISTRICT**

**MIAMI-DADE COUNTY
REGULAR BOARD MEETING
FEBRUARY 27, 2018
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 27, 2018
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 24, 2017 Regular Board MeetingPage 2
- G. Old Business
 - 1. Discussion Regarding Draft Emergency Action Plan – **To Be Distributed Under Separate Cover**
 - 2. Staff Report as Required
- H. New Business
 - 1. Discussion Regarding FEMA Assistance Related to Hurricane Irma (Handout to be provided)
 - 2. Discussion Regarding FY 2018/2019 Proposed Budget Process
- I. Administrative & Operational Matters
 - 1. Discussion Regarding General Election, Qualifying Period and Expiring Terms of Office
 - 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 2017/2018 REGULAR MEETING SCHEDULE

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

10/10/2017

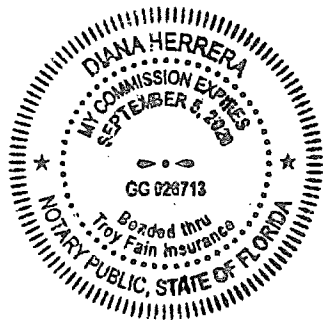
Affiant further says that the said Miami Daily Business Review is a newspaper published at Miami, in said Miami-Dade County, Florida and that the said newspaper has heretofore been continuously published in said Miami-Dade County, Florida each day (except Saturday, Sunday and Legal Holidays) and has 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
10 day of OCTOBER, A.D. 2017

Diana Herrera

(SEAL)

MARIA MESA personally known to me



VENETIAN ISLES COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2017/2018 REGULAR MEETING SCHEDULE

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

October 24, 2017
November 28, 2017
December 19, 2017
January 23, 2018
February 27, 2018
March 27, 2018
April 24, 2018
May 22, 2018
June 26, 2018
July 24, 2018
September 25, 2018

The purpose of the meetings is for the Board to consider any District business which may lawfully and properly come before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law for Community Development Districts. 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, prior to the date of the particular meeting.

From time to time one or two Board members may participate by telephone; therefore, a speaker telephone will be present at the meeting location so that Board members may be fully informed of the discussions taking place. Said meeting(s) 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 with no advertised notice.

VENETIAN ISLES COMMUNITY DEVELOPMENT DISTRICT

www.venetianislescdd.org

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17-650000264B40M

VENETIAN ISLES COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
OCTOBER 24, 2017

A. CALL TO ORDER

The October 24, 2017, 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 10, 2017, as part of the District's Fiscal Year 2017/2018 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, of 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. June 27, 2017, Regular Board Meeting and Public Hearing

The minutes of the June 27, 2017, Regular Board Meeting and Public Hearing were presented and the Board was asked if there were any comments and/or changes. There being no comments and/or changes, a **motion** was made by Mr. Baluja, seconded by Mr. Vazquez and unanimously passed to approve the minutes of the June 27, 2017, Regular Board Meeting and Public Hearing, *as presented*.

G. OLD BUSINESS

1. Staff Report, as Required

There was no Staff Report at this time.

VENETIAN ISLES COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
OCTOBER 24, 2017

H. NEW BUSINESS

1. Discussion Regarding Hurricane Irma and Post Storm Community Debris Removal/Costs

Messrs. Kalin and Medina informed the Board of the progress in the efforts to clean-up storm debris throughout the District/community. With cooperation from the Master HOA service providers, the storm debris staging and removal began on September 11, 2017. Mr. Kalin met with Mr. Medina in the District/community and mutually agreed that while service providers were available, it was in the best interest of the District/community and all residents that the debris removal be placed on high priority. Consequently, the service providers were locked into verbal agreements related to debris removal to commence restoring the District/community to a condition similar to one existing prior to the storm (“Irma”).

Mr. Kalin advised that the cost of the storm debris collection and removal, including street sign replacement/repair, sidewalk repair/restoration, had totaled, to date, approximately \$75,000. Mr. Kalin stated that he had been communicating with Alex Candelaria (Affinity Property Management), the on-site Manager for the Master HOA, and present during the District/community clean-up process. A series of photographs of the work performed are on file. A discussion ensued regarding ratifying the actions of the District Manager related to Hurricane Irma debris removal and the payments to vendors (service providers) after which;

A **motion** was made by Mr. Baluja, seconded by Mr. Borrazas and unanimously passed to ratify the actions of the District Manager related to storm debris removal/repairs, as a result of Hurricane Irma; and also ratifies any previous payments to vendors for Irma debris removal/work; and also authorizes the remaining payments of invoices (approximately \$29,000) to service vendors for work performed that was related to Hurricane Irma.

2. Discussion Regarding Developing Community “Emergency Response Plan”

3. Storm/Emergency Event – Preferred Contractor Selection/List

Note: Items 2 and 3 above were discussed together.

The Board consensus was to develop an “Emergency Action Plan” (the “Plan”) that would outline important steps to be taken in the event of an emergency. The Plan should include, but not necessarily be limited to, key personnel contact information, time to expect first responders to visit the community in order to assess storm related damage, designation and prioritization of clean-up tasks, identify individuals to take on supervisory roles, create a preferred vendor/service provider list, etc.

The District Manager will prepare a *draft* Emergency Action Plan and the *draft* will be circulated to the Board Members prior to the December meeting for their individual comments.

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4. Report and Update Regarding FEMA Assistance

Mr. Kalin advised that the District had successfully registered with SAM.gov and is eligible for financial assistance related to storm debris removal from Hurricane Irma. As information becomes available from FEMA, the District Manager will keep the Board advised.

5. Consider Resolution No. 2017-05 – Adopting a Fiscal Year 2016/2017 Amended Budget

Resolution No. 2017-05 was presented, entitled:

RESOLUTION NO. 2017-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VENETIAN ISLES COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2016/2017 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

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, 2017, 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, 2017, required debt service payment. A discussion ensued after which:

A **motion** was made by Mr. Borrazas, seconded by Mr. Baluja and unanimously passed to approve and adopt Resolution No. 2017-05, *as presented*, thereby setting the amended/revised final budget for the 2016/2017 fiscal year.

I. ADMINISTRATIVE & OPERATIONAL MATTERS

1. Annual Audit – Consider and Approve 1-Year Renewal Option – Grau & Associates

Mr. Kalin reminded the Board that on October 28, 2014, at the Venetian Isles Community Development District Board of Supervisors’ meeting, the firm of Grau & Associates was selected to perform the September 30, 2014, the September 30, 2015, and the September 30, 2016, year end audits of the District, with an option to perform the September 30, 2017, audit. The fee for the September 30, 2014, audit was \$3,500; the fee for the September 30, 2015, audit was \$3,600; and the fee for the September 30, 2016, audit was \$3,700. The proposed fee for the September 30, 2017, audit is \$3,700, which is the budgeted amount for audit fees for Fiscal Year 2017/2018.

Grau & Associates has been the District auditor for the past eight (8) years. Management is pleased with the professionalism and competence of the Grau & Associates partners and

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staff; therefore, management recommends that the Board approve the renewal option for the Fiscal Year Ended September 30, 2017, audit and engage Grau & Associates. A discussion ensued after which;

A **motion** was made by Mr. Medina, seconded by Mr. Baluja and unanimously passed to approve the 1-year renewal option and engage the audit firm Grau & Associated to perform the Fiscal Year Ended September 30, 2017, audit for an audit fee of \$3,700.

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 December 19, 2017, as scheduled. Thanksgiving 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 8:22 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson