

VENETIAN ISLES COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
APRIL 22, 2014

A. CALL TO ORDER

District Manager Neil Kalin called the April 22, 2014, Regular Board Meeting of the Venetian Isles Community Development District to order at 7:04 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 was published in the *Miami Daily Business Review* on October 7, 2013, as part of the District's Fiscal Year 2013/2014 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 Enrique Gonzalez 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.; District Counsel Michael Pawelczyk of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.; and District Engineer Juan Alvarez of Alvarez Engineers, Inc.

Also present was Juan Calderon (Caltran Engineering Group) of 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. March 25, 2014, Regular Board Meeting

Mr. Kalin presented the minutes of the March 25, 2014, Regular Board Meeting and asked if there were any changes. It was noted that 53rd Court referenced on Page 5, Item 3 needed to be changed to 153rd Court. With that correction, a **motion** was made by Mr. Baluja, seconded by Mr. Gonzalez and unanimously passed to approve the minutes of the March 25, 2014, Regular Board Meeting, as amended.

G. OLD BUSINESS

1. Discussion Regarding Community Soft Gates/guard House and Potential Traffic Study

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At the direction of the Board, from discussions at the March 25th Regular Meeting, District Engineer, Mr. Alvarez, and Mr. Juan Calderon, who represents Caltran Engineering Group, continued discussions on the conceptual phase of soft gates/guard house/security camera monitoring project (the "Soft Gate Project") within the District. Mr. Alvarez stated that he had communicated with Miami-Dade County Staff (the "County") regarding the District's Soft Gate Project and the County's response was favorable. He noted that the County had provided him with a criteria manual which outlined various responsibilities that the District must meet in order to implement the Soft Gate Project. Mr. Alvarez informed the Board that a main component of the County's criteria included a traffic pattern study, at which time, Mr. Juan Calderon was introduced.

Mr. Calderon has worked on several area community development districts' soft gate systems and performed community traffic studies and analyses for implementing traffic flow procedures specific to a respective community. Mr. Calderon explained that these types of projects have two very distinct aspects: the social aspect and the technical aspect. The social aspect is to introduce to the community the concept of the Soft Gate Project and to gain support through communication and meetings. Mr. Calderon explained that these types of projects typically require a 66 % approval rate from community residents in order to receive the County's consent to move forward with the Soft Gate Project. In addition, the County will want to have reasons/concerns for the Soft Gate Project. The reasons can be, but are not necessarily limited to, intrusion of traffic, speeding vehicles and enhanced public safety. Discussions took place on the conceptual placement of gates at the three main entrances/exits in the main body of the community. The Sienna section of the District could be treated as a separate phase of the project, since there are a different set of circumstances for this area. In order to move the Soft Gate Project to the next phase of the conceptual process, the professionals recommended that traffic-engineering services be provided to complete a Traffic Analysis for the implementation of the proposed Soft Gate Project. Mr. Calderon distributed a proposal from his firm for the Traffic Analysis Study in the amount of \$6,875. Mr. Baluja asked Mr. Pawelczyk, District Counsel, about the threshold amount for professional services of this nature in order to confirm competitive bid requirements. Mr. Pawelczyk stated that the amount of the proposal submitted by Caltran Engineering Group was below the \$35,000 threshold for this professional category, as described in Sections 287.017 and 287.055, Florida Statutes. The consensus of the Board was to move forward with the Soft Gate Project conceptual plan and in order to do so the Board consensus was to have the Traffic Analysis study performed. A discussion ensued after which;

A **motion** was made by Mr. Baluja, seconded by Mr. Vazquez and unanimously passed to approve, subject to Legal Counsel review, the Caltran Engineering Group proposal for Traffic Analysis services in an amount not to exceed **\$6,875**.

Subsequent to approval of tendering the services of Juan Calderon, P.E., Mr. Baluja questioned Mr. Alvarez regarding his involvement and associated fees for the conceptual phase of the Soft Gate Project. Mr. Alvarez stated that, to date, he bills for his time (as provided for by agreement with the District) spent on the proposed project (attending

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meetings, providing conceptual drawings and dissemination of applicable project information). Messrs. Alvarez and Calderon will share information, as required, and there may be instances where certain information is unavailable and will need to be generated. For example, up-to-date surveys. In this case, the Board consensus was to provide the District Manager certain authority to expedite such required work. A discussion ensued after which;

A **motion** was made by Mr. Medina, seconded by Mr. Gonzalez and unanimously passed to authorize the District Manager to spend an amount not to exceed \$2,000 on auxiliary costs (engineering fees, services, surveys, etc.) related to the Traffic Study and to appoint Mr. Baluja as spokesperson and liaison, on behalf of the Board of Supervisors, in order to work with the District Manager on the auxiliary cost approval process.

Note: At this juncture of the meeting, Messrs. Calderon and Alvarez thanked the Board for their time and they both left the meeting.

2. Update Regarding Lighting Special Taxing District (STD)

This is an ongoing matter with District 11 (Juan Zapata), Special Taxing District Staff and Florida Power and Light Company. Currently, the offices of Juan Zapata are attempting to establish a meeting date so that all parties concerned can iron out the final details of the Venetian Isles (Egret Lakes) Special Lighting Taxing District. As information becomes available, Messrs. Medina and Kalin will provide updates to the Board.

H. NEW BUSINESS

1. Consider Resolution No. 2014-02 – Adopting a Fiscal Year 2014/2015 Proposed Budget and Setting a Public Hearing Date, Pursuant to Chapter 190.008, Florida Statutes

Mr. Kalin presented Resolution No. 2014-02, entitled:

RESOLUTION NO. 2014-02

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
VENETIAN ISLES COMMUNITY DEVELOPMENT DISTRICT
APPROVING AND ADOPTING A PROPOSED BUDGET FOR
FISCAL YEAR 2014/2015; AND PROVIDING AN EFFECTIVE
DATE.**

Mr. Kalin read the title into the record and informed the Board that he had, as previously requested at the March 25, 2014, meeting, inserted into the expenditures line items for “community sign project/upgrades” in the amount of \$7,200 and “miscellaneous improvement projects” in the amount of \$25,000. In addition, the Board was advised that the resolution provides for setting a date to hold the Public Hearing to adopt the fiscal year 2014/2015 final budget and assessments. Since the overall assessments would be increasing

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by approximately \$80 per unit per year, assessment letters to all property owners would be required. A discussion ensued after which;

A **motion** was made by Mr. Baluja, seconded by Mr. Vazquez and unanimously passed to approve and adopt Resolution No. 2014-02, as presented, authorizing the setting of the Public Hearing to adopt the fiscal year 2014/2015 final budget and assessments for July 29, 2014, at 7:00 pm, in the Venetian Isles Community Clubhouse located at 15355 Egret Lake Circle, Miami, Florida 33185, and authorizes the mailing of assessment increase letters to all property owners within the District

I. ADMINISTRATIVE MATTERS

1. Update Regarding Custom Street Signs – Inventory/Costs

This is a work in progress and additional information will be provided at the next meeting.

2. Update Regarding Existing Community Sidewalks/Repairs

Mr. Kalin stated that the sidewalk repair adjacent to the north bound exit lane on SW 153rd Court has been scheduled for this week.

3. ADD-ON ITEM

Mr. Kalin stated that the proposed pedestrian walk area at the end of the median island at the east end of SW 29th Street at Egret Lake Circle would cost approximately \$1,775. The Board authorized the District Manager to proceed with the work, as proposed by Associated Seal and Coating, Inc.

J. BOARD MEMBER COMMENTS & STAFF CLOSING COMMENTS

There were no comments from the Board or Staff.

K. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Vazquez, seconded by Mr. Baluja and unanimously passed to adjourn the Regular Board Meeting at 9:26 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson