



Rizzetta & Company

The Verandahs Community Development District

**Board of Supervisors' Meeting
October 2, 2018**

**District Office:
5844 Old Pasco Road, Suite 100
Pasco, Florida 33544
813.994.1615**

www.theverandahscdd.org

THE VERANDAHS COMMUNITY DEVELOPMENT DISTRICT

Trinity Lutheran Church, 3100 Starkey Boulevard, New Port Richey, FL 34655

Board of Supervisors	Stanley Haupt Nancy Smith Thomas May Sara Henk Kim Jordan	Chair Vice Chair Asst. Secretary Asst. Secretary Asst. Secretary
District Manager	Grant Phillips	Rizzetta & Company, Inc.
District Counsel	Vivek Babbar	Straley Robin & Vericker
District Engineer	Giacomo Licari	Dewberry Engineering, Inc.

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 (813) 994-1001. 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.

September 24, 2018

**Board of Supervisors
The Verandahs Community
Development District**

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of The Verandahs Community Development District will be held on **Tuesday, October 2, 2018 at 8:00 AM** at the Trinity Lutheran Church, located at 3100 Starkey Boulevard, New Port Richey, FL 34655. The following is the agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. CONSTRUCTION UPDATE**
- 4. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors' Meeting Held on September 4, 2018..... Tab 1
 - B. Consideration of Operation & Maintenance Expenditures for Aug. 2018..... Tab 2
- 5. OLD BUSINESS ITEMS**
 - A. Update on County Permitting Process..... Tab 3
- 6. NEW BUSINESS ITEMS**
 - A. Consideration of Landscaping Proposals
 - B. Ratification of Insurance Renewal Proposal..... Tab 4
- 7. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. Operations Manager
 - i. Presentation of Field Inspection Report..... Tab 5
 - D. District Manager
- 8. AUDIENCE COMMENTS**
- 9. SUPERVISOR REQUESTS**
- 10. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 533-2950.

Sincerely,

Grant Phillips

Grant Phillips
District Manager

Tab 1

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.

THE VERANDAHS COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of The Verandahs Community Development District was held on **Tuesday, September 4, 2018 at 8:00 AM** at the Trinity Lutheran Church, located at 3100 Starkey Boulevard, New Port Richey, FL 34655.

Present and constituting a quorum:

Stanley Haupt	Board Supervisor, Chairman
Nancy Smith	Board Supervisor, Vice Chairman
Thomas May	Board Supervisor, Assistant Secretary
Sara Henk	Board Supervisor, Assistant Secretary
Kim Jordan	Board Supervisor, Assistant Secretary

Also present were:

Grant Phillips	District Manager; Rizzetta & Company, Inc.
Vivek Babbar	District Counsel; Straley Robin & Vericker <i>(via phone)</i>
Giacomo Licari	District Engineer; Dewberry

FIRST ORDER OF BUSINESS

Call to Order

Mr. Phillips called the meeting to order and performed roll call, confirming a quorum for the meeting.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

There were no audience comments put forward at this time.

THIRD ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Meeting held on July 17, 2018

On a Motion by Ms. Smith, seconded by Mr. Haupt, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on July 17, 2018 for The Verandahs Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Meeting held on August 7, 2018

On a Motion by Mr. May, seconded by Mr. Haupt, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on August 7, 2018 for The Verandahs Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Operation & Maintenance Expenditures for June 2018 and July 2018

On a Motion by Ms. Smith, seconded by Ms. Henk, with all in favor, the Board of Supervisors ratified the Operations and Maintenance Expenditures for June 2018 totaling \$19,579.90 and July 2018 totaling \$34,243.70 for The Verandahs Community Development District.

SIXTH ORDER OF BUSINESS

Update on County Permitting Process

Mr. Phillips introduced the topic and Board discussion was held.

SEVENTH ORDER OF BUSINESS

Consideration of Landscaping Proposals

Mr. Haupt addressed and answered general questions from the Board.

On a Motion by Ms. Smith, seconded by Ms. Henk, with all in favor, the Board of Supervisors approved five landscaping proposals from Yellowstone in the amounts of \$120.76, \$420.36, \$988.89, \$968.00, and \$435.86 for The Verandahs Community Development District.

EIGHTH ORDER OF BUSINESS

Public Hearing on FY 2018-2019 Final Budget

66 Mr. Phillips presented the proposed final budget to the Board for consideration
67 and asked for a motion to open the public hearing portion of the meeting.

On a Motion by Ms. Smith, seconded by Ms. Henk, with all in favor, the Board of Supervisors opened the public hearing on adoption of the final budget for Fiscal Year 2018-2019 for The Verandahs Community Development District.

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69 As there were no comments or questions from the public, Mr. Phillips asked for a
70 motion to close the public hearing portion of the meeting.

On a Motion by Ms. Smith, seconded by Mr. Haupt, with all in favor, the Board of Supervisors closed the public hearing on adoption of the final budget for Fiscal Year 2018-2019 for The Verandahs Community Development District.

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72 **NINTH ORDER OF BUSINESS** **Consideration of Resolution 2018-03,**
73 **Adoption of Final Budget for FY18-19**

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75 Mr. Phillips presented Resolution 2018-03, Adoption of the Final Budget for
76 Fiscal Year 2018-2019, to the Board for consideration.

On a Motion by Ms. Smith, seconded by Mr. Haupt, with all in favor, the Board of Supervisors adopted Resolution 2018-03, Adoption of the Final Budget for Fiscal Year 2018-2019, for The Verandahs Community Development District.

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78 **TENTH ORDER OF BUSINESS** **Consideration of Resolution 2018-04,**
79 **Imposing Special Assessments &**
80 **Certifying Roll**

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82 Mr. Phillips presented Resolution 2018-04, Imposing Special Assessments and
83 Certifying Roll, to the Board for consideration.

On a Motion by Ms. Smith, seconded by Mr. Haupt, with all in favor, the Board of Supervisors adopted Resolution 2018-04, Imposing Special Assessments and Certifying Roll, for The Verandahs Community Development District.

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85 **ELEVENTH ORDER OF BUSINESS** **Consideration of Resolution 2018-05,**
86 **Adopting Fiscal Year 2018-2019**
87 **Meeting Schedule**

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89 Mr. Phillips presented Resolution 2018-05, Adopting Fiscal Year 2018-2019
90 Meeting Schedule, to the Board for consideration. Brief discussion ensued.

On a Motion by Ms. Smith, seconded by Mr. Haupt, with all in favor, the Board of Supervisors adopted Resolution 2018-05, Adopting the Fiscal Year 2018-2019 Meeting Schedule, for The Verandahs Community Development District.

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92 **TWELFTH ORDER OF BUSINESS** **Consideration of Resolution 2018-06,**
93 **Re-Designating Assistant Secretary**
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95 Mr. Phillips presented Resolution 2018-06, Re-Designating Assistant Secretary,
96 to the Board for consideration.

On a Motion by Ms. Smith, seconded by Mr. Haupt, with all in favor, the Board of Supervisors adopted Resolution 2018-06, Re-Designating Assistant Secretary, for The Verandahs Community Development District.

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98 **THIRTEENTH ORDER OF BUSINESS** **Consideration of Security System**
99 **Proposals**
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101 The Board chose to table these proposals until a special meeting can be held.

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103 **FOURTEENTH ORDER OF BUSINESS** **Consideration of Holiday Lighting**
104 **Proposal**
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106 Mr. Phillips presented a proposal for holiday lighting installations to the Board for
107 consideration.
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On a Motion by Ms. Smith, seconded by Mr. May, with all in favor, the Board of Supervisors approved the proposal from Illuminations Holiday Lighting in the amount of \$3,500.00 for The Verandahs Community Development District.

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110 **FIFTEENTH ORDER OF BUSINESS** **Staff Reports**
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112 **A. District Counsel**

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114 No report.

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116 **B. District Engineer**
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118 No report.

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120 **C. Operations Manager**

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122 Mr. Phillips presented the latest field inspection report to the Board for
123 review.

124

125 **D. District Manager**

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127 Mr. Phillips reminded the Board that the next meeting is on October 2, 2018
128 at 8:00 AM.

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130 **SIXTEENTH ORDER OF BUSINESS**

Audience comments

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132 There were no comments from the audience.

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134 **SEVENTEENTH ORDER OF BUSINESS**

Supervisor Requests

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136 Ms. Smith spoke about the gate facility and having Board supervisor Kim Jordan
137 contact Pasco County for a plat and takeaway schedule.

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139 **EIGHTEENTH ORDER OF BUSINESS**

Adjournment

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On a Motion by Mr. Haupt, seconded by Ms. Smith, the Board of Supervisors adjourned
the meeting at 9:16 AM for The Verandahs Community Development District.

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142

143

144

145 _____
Secretary/Assistant Secretary

Chairman/Vice Chairman

Tab 2

The Verandahs Community Development District

DISTRICT OFFICE · 5844 OLD PASCO ROAD · SUITE 100 · WESLEY CHAPEL, FLORIDA 33544

Operations and Maintenance Expenditures August 2018 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from August 1, 2018 through August 31, 2018. This does not include expenditures previously approved by the Board.

The total items being presented: **\$51,759.79**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

The Verandahs Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2018 Through August 31, 2018

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Beckners Cleaning Contractors, Inc.	001657	081518	Deposit for Pressure Washing per Estimate #4430DL	\$ 800.00
Blue Water Aquatics, Inc.	001660	24160	Aquatic Service 08/18	\$ 1,200.00
Dewberry Engineers Inc.	001658	1582744	Engineering Services 07/18	\$ 210.00
High Trim, LLC	001659	#12	Tree Maintenance 08/18	\$ 11,200.00
Pasco County Utilities Services Branch	001663	122718	Commitment/Impact Fee Construction Project Series 2016	\$ 13,408.50
Rizzetta & Company, Inc.	001650	INV0000034092	District Management Fees 08/18	\$ 4,208.34
Rizzetta Technology Services, LLC	001649	INV0000003561	Website & Email Hosting Services 08/18	\$ 175.00
Rust-Off Inc.	001655	18271	Chemicals For Rust Prevention 07/18	\$ 790.00
Stanley Haupt	001653	SH080718	Board of Supervisors Meeting 08/07/18	\$ 200.00
Thomas M May	001654	TM080718	Board of Supervisors Meeting 08/07/18	\$ 200.00
Times Publishing Company	001651	658641 07/20/18	Legal Advertising 07/18	\$ 112.00
Trinity Lutheran Church	001656	080718	Meeting Room Use Donation 08/18	\$ 50.00
Withlacoochee River Electric Cooperative, Inc.	001652	1573431 07/18	Area Lighting 07/18	\$ 439.64
Withlacoochee River Electric Cooperative, Inc.	001652	1573432 07/18	Area Lighting 07/18	\$ 3,309.66
Withlacoochee River Electric Cooperative, Inc.	001652	1573433 07/18	12013 Chenwood Avenue - Sign 07/18	\$ 34.10
Withlacoochee River Electric Cooperative, Inc.	001652	2026777 07/18	12414 Southbridge Ter 07/18	\$ 38.07
Withlacoochee River Electric Cooperative, Inc.	001661	1573432 08/18	Area Lighting 08/18	\$ 3,309.66
Yellowstone Landscape	001662	INV-0000223455	Monthly Landscape Maintenance 08/18	\$ 7,740.00
Yellowstone Landscape	001662	INV-0000225030	Irrigation Repairs 07/18	\$ 191.50
Yellowstone Landscape	001662	INV-0000226289	Remove & Install of Trees -08/18	\$ 2,334.39
Yellowstone Landscape	001662	INV-0000226290	Removal of Holly Tree Along Chenwood 08/18	\$ 1,507.25
Yellowstone Landscape	001662	INV-0000226305	Irrigation Repairs 08/18	\$ 301.68
Report Total				<u>\$ 51,759.79</u>