



Rizzetta & Company

The Verandahs Community Development District

**Board of Supervisors' Meeting
December 4, 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.

November 29, 2018

Board of Supervisors
The Verandahs Community
Development District

REVISED AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of The Verandahs Community Development District will be held on **Tuesday, December 4, 2018 at 8:00 AM** at the Trinity Lutheran Church, located at 3100 Starkey Boulevard, New Port Richey, FL 34655. The following is the revised agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ITEMS – PART I**
 - A. Administration of Oath of Office
 - B. Consideration of Resolution 2019-01, Declaring Vacancy..... Tab 1
 - C. Consideration of Resolution 2019-02, Designating Officers ... Tab 2
- 4. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. Operations Manager
 - i. Presentation of Field Inspection Reports Tab 3
 - ii. Discussion of Landscape Maintenance Agreement Tab 4
 - D. District Manager
- 5. CONSTRUCTION UPDATE**
- 6. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors' Meeting Held on November 6, 2018..... Tab 5
 - B. Consideration of Operation & Maintenance Expenditures for October 2018..... Tab 6
- 7. OLD BUSINESS ITEMS**
 - A. Update on County Permitting Process Tab 7
- 8. NEW BUSINESS ITEMS**
- 9. AUDIENCE COMMENTS**
- 10. SUPERVISOR REQUESTS**
- 11. 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 5

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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, November 6, 2018 at 6:00 PM** at the Trinity Lutheran Church, located at 3100 Starkey Boulevard, New Port Richey, FL 34655.

Present and constituting a quorum:

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.
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

Consideration of Minutes of the Board of Supervisors' Meeting held on October 2, 2018

On a Motion by Ms. Smith, seconded by Ms. Jordan, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on October 2, 2018 for The Verandahs Community Development District.

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THIRD ORDER OF BUSINESS

Consideration of Operation & Maintenance Expenditures for September 2018

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On a Motion by Ms. Smith, seconded by Ms. Jordan, with all in favor, the Board of Supervisors ratified the Operation and Maintenance Expenditures for September 2018 totaling \$31,275.06 for The Verandahs Community Development District.

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FOURTH ORDER OF BUSINESS

Update on County Permitting Process

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Mr. Phillips introduced the topic to the Board. Discussion ensued.

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(Ms. Henk joined the meeting in progress at 6:38 PM.)

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FIFTH ORDER OF BUSINESS

**Consideration of First Addendum to
Contract for Professional District
Services**

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Mr. Phillips presented an addendum to the contract for professional District services with Rizzetta & Company to the Board for consideration.

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On a Motion by Mr. May, seconded by Ms. Smith, with all in favor, the Board of Supervisors approved the first addendum to the contract for professional District services with Rizzetta & Company, Inc. for The Verandahs Community Development District.

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SIXTH ORDER OF BUSINESS

**Consideration of Security System
Proposals**

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Mr. Phillips presented security system proposals to the Board for consideration. Discussion ensued.

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On a Motion by Ms. Smith, seconded by Mr. May, with all in favor, the Board of Supervisors approved the security system proposals from Securiteam for a total amount not to exceed the total amount of \$15,512.25 for The Verandahs Community Development District.

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SEVENTH ORDER OF BUSINESS

Staff Reports

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A. District Counsel

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No report.

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B. District Engineer

68 Mr. Licari discussed pond site inspection visits and reports.

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70 **C. Operations Manager**

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72 **i. Presentation of Field Inspection Report**

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74 Mr. Phillips presented the latest field inspection report to the Board for
75 review. Discussion ensued, including regarding ant mounds, weeds and
76 fertilization.

On a Motion by Mr. May, seconded by Ms. Smith, with all in favor, the Board of Supervisors authorized staff to issue a letter to the landscape vendor asking for corrective action to take place on or before Jan. 1, 2019 and after a walkthrough with the vice chair for The Verandahs Community Development District.

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78 **D. District Manager**

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80 Mr. Phillips announced that the next meeting is scheduled for December 4,
81 2018 at 8:00 AM.

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83 **EIGHTH ORDER OF BUSINESS Audience Comments on Other Items**

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85 Audience comments included lily pads and pond maintenance.

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87 **NINTH ORDER OF BUSINESS Supervisor Requests**

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89 Ms. Smith discussed parking and a refund from the County tax Collector.

On a Motion by Mr. May, seconded by Ms. Jordan, with all in favor, the Board of Supervisors directed that a refund from the County Tax Collector be deposited into the general fund for The Verandahs Community Development District.

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91 **TENTH ORDER OF BUSINESS Adjournment**

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On a Motion by Ms. Smith, seconded by Ms. Henk, the Board of Supervisors adjourned the meeting at 7:26 PM for The Verandahs Community Development District.

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Secretary/Assistant Secretary

Chairman/Vice Chairman

Tab 6

The Verandahs Community Development District

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

Operations and Maintenance Expenditures October 2018 For Board Approval

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

The total items being presented: **\$40,852.69**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

The Verandahs Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2018 Through October 31, 2018

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Blue Water Aquatics, Inc.	001689	24405	Aquatic Service 10/18	\$ 1,200.00
CCS Trapping	001686	2102	Hunting/ Trapping Contract 10/18	\$ 250.00
Egis Insurance Advisors LLC	001677	7614	General/POL Liability Insurance FY 18/19	\$ 5,750.00
High Trim, LLC	001683	200	Tree Maintenance 10/18	\$ 2,800.00
Pasco County Utilities Services Branch	001690	11069266	Chenwood Avenue 09/18	\$ 325.20
Rizzetta & Company, Inc.	001684	INV0000035305	Assessment Roll Preparation FY 18/19	\$ 5,000.00
Rizzetta & Company, Inc.	001687	INV0000035427	District Management Fees 10/18	\$ 4,208.34
Rizzetta Technology Services, LLC	001678	INV0000003735	Website & Email Hosting Services 10/18	\$ 175.00
Rust-Off Inc.	001679	19018	Chemicals For Rust Prevention 09/18	\$ 790.00
Straley Robin Vericker	001680	16142	General Legal Services 08/18	\$ 580.00
Times Publishing Company	001685	688415 09/23/18	Legal Advertising 09/18	\$ 179.00
US Bank	001688	5129478	S2016 Trustee Fees 09/01/18 - 08/31/19	\$ 4,040.63
Withlacoochee River Electric Cooperative, Inc.	001681	1573431 09/18	Area Lighting 09/18	\$ 439.64
Withlacoochee River Electric Cooperative, Inc.	001681	1573432 09/18	Area Lighting 09/18	\$ 3,309.66
Withlacoochee River Electric Cooperative, Inc.	001681	1573433 09/18	12013 Chenwood Avenue - Sign 09/18	\$ 34.18
Withlacoochee River Electric Cooperative, Inc.	001681	2026777 09/18	12414 Southbridge Ter 09/18	\$ 38.27
Yellowstone Landscape	001682	INV-0000230648	Install Plants - 09/18	\$ 988.89
Yellowstone Landscape	001682	INV-0000230649	Install Plants - 09/18	\$ 120.76
Yellowstone Landscape	001682	INV-0000230650	Install Plants - 09/18	\$ 435.86
Yellowstone Landscape	001682	INV-0000230651	Install Plants - 09/18	\$ 420.36
Yellowstone Landscape	001682	INV-0000230652	Install Plants - 09/18	\$ 968.00
Yellowstone Landscape	001691	INV-0000231286	Monthly Landscape Maintenance 10/18	\$ 7,740.00
Yellowstone Landscape	001691	INV-0000232714	Irrigation Repairs 09/18	\$ 79.00
Yellowstone Landscape	001691	INV-0000234679	Fall Annual Color Rotation 10/18	\$ 979.90
Report Total				<u>\$ 40,852.69</u>