



Rizzetta & Company

The Verandahs Community Development District

**Board of Supervisors' Meeting
January 8, 2019**

**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.

January 7, 2019

**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, January 8, 2019 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. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. Operations Manager
 - i. Presentation of Field Inspection Report..... Tab 1
 - ii. Discussion of Landscape Maintenance Agreement
 - D. District Manager
- 4. CONSTRUCTION UPDATE**
- 5. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors' Meeting Held on December 4, 2018..... Tab 2
 - B. Consideration of Operation & Maintenance Expenditures for November 2018 Tab 3
- 6. OLD BUSINESS ITEMS**
 - A. Update on County Permitting Process
- 7. NEW BUSINESS ITEMS**
 - A. Update Regarding Clubhouse Security Tab 4
 - B. Consideration of Aquatic Services Proposal Tab 5
 - C. Consideration of Grates Cleanout..... Tab 6
 - D. Consideration of Landscaping Proposals Tab 7
- 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 2

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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, December 4, 2018 at 8:03 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, Asst. Secretary
Sara Henk	Board Supervisor, Asst. Secretary
Kim Jordan	Board Supervisor, Asst. Secretary (via phone)

Also present were:

Grant Phillips	District Manager; Rizzetta & Company, Inc.
Vivek Babbar	District Counsel; Straley Robin & Vericker (via phone)
Giacomo Licari	District Engineer; Dewberry
Tyree Brown	Field Services Manager
Kevin Oliva	Yellowstone

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Administration of Oath of Office

Mr. Phillips advised that as Ms. Henk did not qualify for general election to her incumbent seat on the Board, a motion to appoint her to the Board if desired would be required by the other supervisors.

On a Motion by Ms. Smith, seconded by Mr. Haupt, with all in favor, the Board of Supervisors appointed Sara Henk to serve in seat #1 of the Board of Supervisors for the term ending in November 20, for The Verandahs Community Development District.

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43 Mr. Phillips advised that this appointment renders Resolution 2019-01 on the
44 agenda unnecessary. He then administered the Oath of Office to Mr. Haupt and Ms. Henk.
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46 **THIRD ORDER OF BUSINESS** **Consideration of Resolution 2019-02,**
47 **Designating Officers**
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49 Mr. Phillips presented Resolution 2019-02 to the Board for consideration. Brief
50 discussion ensued. The Board agreed that Mr. Haupt would serve as Chair, Ms. Smith
51 would serve as Vice Chair, and the remaining supervisors as well as Mr. Phillips would
52 serve as assistant secretaries.
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On a Motion by Mr. May, seconded by Ms. Henk, with all in favor, the Board of Supervisors adopted Resolution 2019-02, Designating Officers, for The Verandahs Community Development District.

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55 **FOURTH ORDER OF BUSINESS** **Staff Reports**
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57 **A. Operations Manager**
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59 **i. Presentation of Field Inspection Reports**
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61 Mr. Phillips presented the latest field inspection reports to the Board for
62 review. Discussion ensued.
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On a Motion by Ms. Smith, seconded by Mr. Haupt, with all in favor, the Board of Supervisors directed staff to perform treatment on irrigated areas for The Verandahs Community Development District.

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65 **ii. Discussion of Landscape Maintenance Agreement**
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67 Mr. Phillips presented the landscape maintenance agreement to the Board
68 for consideration. Discussion ensued.
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70 **B. District Counsel**
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72 No report.
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74 **C. District Engineer**
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76 Mr. Licari provided a report and addressed and answered the Board's
77 questions. Discussion ensued.

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D. District Manager

Mr. Phillips announced that the next meeting is scheduled for January 8, 2019 at 8:00 AM.

FIFTH ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Meeting held on November 6, 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 November 6, 2018 for The Verandahs Community Development District.

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SIXTH ORDER OF BUSINESS

Consideration of Operation & Maintenance Expenditures for October 2018

On a Motion by Ms. Smith, seconded by Mr. Haupt, with all in favor, the Board of Supervisors ratified the Operation and Maintenance Expenditures for October 2018 totaling \$40,852.69 for The Verandahs Community Development District.

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SEVENTH ORDER OF BUSINESS

Update on County Permitting Process

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

EIGHTH ORDER OF BUSINESS

Audience Comments

An audience comment was made regarding the Christmas lights wreath.

NINTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Smith, seconded by Mr. May, the Board of Supervisors adjourned the meeting at 9:37 AM for The Verandahs Community Development District.

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Secretary / Assistant Secretary

Chair / Vice Chair

Tab 3

The Verandahs Community Development District

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

Operations and Maintenance Expenditures November 2018 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from November 1, 2018 through November 30, 2018. This does not include expenditures previously approved by the Board.

The total items being presented: **\$30,325.53**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

The Verandahs Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2018 Through November 30, 2018

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Blue Water Aquatics, Inc.	001714	24514	Aquatic Service 11/18	\$ 1,200.00
Department of Economic Opportunity	001703	72601	Special District Fee FY18/19	\$ 175.00
Dewberry Engineers Inc.	001692	1602543	Engineering Services 09/18	\$ 500.00
Dewberry Engineers Inc.	001715	1614382	Engineering Services 10/18	\$ 827.00
High Trim, LLC	001716	284	Tree Maintenance 11/18	\$ 2,800.00
Illuminations Holiday Lighting, LLC	001705	20221019	Holiday Lighting & Decorations Deposit 10/18	\$ 1,750.00
Kim E. Jordan	001698	KJ1100218	Board of Supervisors Meeting 10/02/18	\$ 200.00
Kim E. Jordan	001706	KJ110618	Board of Supervisors Meeting 11/06/18	\$ 200.00
Mike Fasano, Pasco County Tax Collector	001708	62VT-2018	2018 Stormwater Assessment 03-25-17-0070-09100-0010	\$ 91.20
Nancy J Smith	001700	NS100218	Board of Supervisors Meeting 10/02/18	\$ 200.00
Nancy J Smith	001710	NS110618	Board of Supervisors Meeting 11/06/18	\$ 200.00
Pasco County Utilities Services Branch	001713	11188639	Chenwood Avenue 10/18	\$ 330.08
Rizzetta & Company, Inc.	001694	INV0000035989	District Management Fees 11/18	\$ 4,208.34
Rizzetta Technology Services, LLC	001693	INV0000003821	Website & Email Hosting Services 11/18	\$ 175.00
Rust-Off Inc.	001709	19096	Chemicals For Rust Prevention 10/18	\$ 790.00
Sara M Guthrie	001696	SG100218	Board of Supervisors Meeting 10/02/18	\$ 200.00
Sara M Guthrie	001704	SG110618	Board of Supervisors Meeting 11/06/18	\$ 200.00
Stanley Haupt	001697	SH100218	Board of Supervisors Meeting 10/02/18	\$ 200.00
Straley Robin Vericker	001711	16051	General Legal Services 08/18	\$ 350.00
Straley Robin Vericker	001711	16313	General Legal Services 10/18	\$ 100.00
Thomas M May	001699	TM100218	Board of Supervisors Meeting 10/02/18	\$ 200.00
Thomas M May	001707	TM110618	Board of Supervisors Meeting 11/06/18	\$ 200.00
Trinity Lutheran Church	001701	100218	Donation for Meeting Room use	\$ 50.00
Trinity Lutheran Church	001712	110618	Donation for Meeting Room use 11/18	\$ 50.00
Withlacoochee River Electric Cooperative, Inc.	001695	1573431 10/18	Area Lighting 10/18	\$ 439.64
Withlacoochee River Electric Cooperative, Inc.	001695	1573432 10/18	Area Lighting 10/18	\$ 3,372.77

The Verandahs Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2018 Through November 30, 2018

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Withlacoochee River Electric Cooperative, Inc.	001695	1573433 10/18	12013 Chenwood Avenue - Sign 10/18	\$ 34.10
Withlacoochee River Electric Cooperative, Inc.	001695	2026777 10/18	12414 Southbridge Ter 10/18	\$ 38.07
Withlacoochee River Electric Cooperative, Inc.	001717	1573432 11/18	Area Lighting 11/18	\$ 3,332.77
Yellowstone Landscape	001702	INV-0000234990	Irrigation Repairs 10/18	\$ 171.56
Yellowstone Landscape	001718	INV-0000237352	Monthly Landscape Maintenance 11/18	\$ <u>7,740.00</u>
Report Total				\$ <u><u>30,325.53</u></u>