



Rizzetta & Company

# The Verandahs Community Development District

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**Board of Supervisors' Meeting  
February 5, 2019**

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

[www.theverandahscdd.org](http://www.theverandahscdd.org)

## **THE VERANDAHS COMMUNITY DEVELOPMENT DISTRICT**

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

<b>Board of Supervisors</b>	Stanley Haupt Nancy Smith Thomas May Sara Henk Kim Jordan	Chair Vice Chair Asst. Secretary Asst. Secretary Asst. Secretary
<b>District Manager</b>	Grant Phillips	Rizzetta & Company, Inc.
<b>District Counsel</b>	Vivek Babbar	Straley Robin & Vericker
<b>District Engineer</b>	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 25, 2019

**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, February 5, 2019 at 6:30 PM** 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. STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
  - C. Operations Manager
    - i. Presentation of Field Inspection Reports ..... Tab 1
    - ii. Consideration of Landscape Proposals..... Tab 2
  - D. District Manager
- 4. CONSTRUCTION UPDATE**
- 5. BUSINESS ADMINISTRATION**
  - A. Consideration of Minutes of Board of Supervisors' Meeting Held on January 8, 2019..... Tab 3
  - B. Consideration of Operation & Maintenance Expenditures for December 2018..... Tab 4
- 6. OLD BUSINESS ITEMS**
  - A. Update on County Permitting Process
- 7. NEW BUSINESS ITEMS**
  - A. Consideration of Website ADA Compliance Proposal ..... Tab 5
- 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 3

**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, January 8, 2019 at 8:12 AM** at the Trinity Lutheran Church, located at 3100 Starkey Boulevard, New Port Richey, FL 34655.

Present and constituting a quorum:

Stanley Haupt	<b>Board Supervisor, Chairman</b>
Nancy Smith	<b>Board Supervisor, Vice Chairman</b>
Thomas May	<b>Board Supervisor, Asst. Secretary</b>
Sara Henk	<b>Board Supervisor, Asst. Secretary</b>
Kim Jordan	<b>Board Supervisor, Asst. Secretary</b>

Also present were:

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

**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**

**Staff Reports**

**A. District Counsel**

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

**B. District Engineer**

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

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**C. Operations Manager**

**i. Presentation of Field Inspection Report**

Mr. Brown presented the latest field inspection report to the Board for review and addressed and answered the Board's general questions.

**ii. Discussion of Landscape Maintenance Agreement**

Mr. Brown discussed the RFP project manual which was drafted, and outlined the process behind doing a landscape RFP.

On a Motion by Ms. Smith, seconded by Mr. Haupt, with all in favor, the Board of Supervisors approved the landscape RFP project manual in substantial form for The Verandahs Community Development District.

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**iii. Consideration of Landscaping Proposals**

Mr. Phillips presented landscaping proposals to the Board for consideration. Discussion ensued. The Board declined to take action on the proposals at this time.

**D. District Manager**

Mr. Phillips announced that the next meeting is scheduled for February 5, 2019 at 6:30 PM.

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of the Board of Supervisors' Meeting held on December 4, 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 December 4, 2018 for The Verandahs Community Development District.

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**FOURTH ORDER OF BUSINESS**

**Consideration of Operation & Maintenance Expenditures for November 2018**

On a Motion by Ms. Smith, seconded by Ms. Henk, with all in favor, the Board of Supervisors ratified the Operation and Maintenance Expenditures for November 2018 totaling \$30,325.53 for The Verandahs Community Development District.

**FIFTH ORDER OF BUSINESS**

**Update on County Permitting Process**

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

**SIXTH ORDER OF BUSINESS**

**Update Regarding Clubhouse Security**

Mr. Phillips presented a proposal from Securiteam for coverage options to the Board for consideration. Discussion ensued.

On a Motion by Ms. Smith, seconded by Mr. Haupt, with all in favor, the Board of Supervisors approved the "platinum plan" security option from Securiteam at \$285.00 per month for The Verandahs Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Aquatic Services Proposal**

Mr. Phillips presented an aquatic services proposal from Blue Water Aquatics to the Board for consideration. Discussion ensued. The Board declined to take action on the proposal.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Grates Cleanout**

Mr. Phillips presented a proposal for storm drain grates cleanout to the Board for consideration. Discussion ensued.

On a Motion by Ms. Smith, seconded by Mr. Haupt, with all in favor, the Board of Supervisors approved the proposal from Blue Water Aquatics for storm drain grates cleanout in an amount not to exceed \$850.00 for The Verandahs Community Development District.

Mr. Phillips then called Steve Costa, who provided a construction update for the Board and addressed and answered the Board's questions. Discussion ensued.

109 **TENTH ORDER OF BUSINESS** **Supervisor Comments**  
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111 The Board held additional discussion regarding fitness equipment and furniture,  
112 personnel hiring, and cable/internet wiring.  
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114 **ELEVENTH 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 9:12 AM for The Verandahs Community Development District.

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Secretary / Assistant Secretary Chair / Vice Chair

DRAFT



Tab 4

# The Verandahs Community Development District

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

## Operations and Maintenance Expenditures December 2018 For Board Approval

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

The total items being presented: **\$37,334.50**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

# The Verandahs Community Development District

## Paid Operation & Maintenance Expenditures

December 1, 2018 Through December 31, 2018

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
High Trim, LLC	001730	346	Tree Maintenance 12/18	\$ 2,800.00
Kim E. Jordan	001725	KJ120418	Board of Supervisors Meeting 12/04/18	\$ 200.00
Nancy J Smith	001728	NS120418	Board of Supervisors Meeting 12/04/18	\$ 200.00
Pasco County Utilities Services Branch	001731	11308188	Chenwood Avenue 11/18	\$ 330.08
Rizzetta & Company, Inc.	001720	INV0000036583	District Management Fees 12/18	\$ 4,208.34
Rizzetta Technology Services, LLC	001719	INV0000003907	Website & Email Hosting Services 12/18	\$ 175.00
Rust-Off Inc.	001727	19445	Chemicals For Rust Prevention 11/18	\$ 790.00
Sara M Guthrie	001723	SG120418	Board of Supervisors Meeting 12/04/18	\$ 200.00
Securiteam Inc	001732	11345	Replacement of Gate Equipment Damaged by Automobile 12/18	\$ 1,383.90
Securiteam Inc	001732	11435	Access Control System 50% Down	\$ 2,836.50
Securiteam Inc	001732	11437	HD Surveillance System 50% Down Payment	\$ 4,199.00
Securiteam Inc	001732	11439	Burglary Alarm 50% Down Payment	\$ 720.63
Stanley Haupt	001724	SH120418	Board of Supervisors Meeting 12/04/18	\$ 200.00
Straley Robin Vericker	001733	16484	General Legal Services 11/18	\$ 125.00
Thomas M May	001726	TM120418	Board of Supervisors Meeting 12/04/18	\$ 200.00
Trinity Lutheran Church	001729	120418	Donation for Meeting Room use 12/18	\$ 50.00
Withlacoochee River Electric Cooperative, Inc.	001721	1573431 11/18	Area Lighting 11/18	\$ 439.64
Withlacoochee River Electric Cooperative, Inc.	001721	1573433 11/18	12013 Chenwood Avenue - Sign 11/18	\$ 34.18
Withlacoochee River Electric Cooperative, Inc.	001721	2026777 11/18	12414 Southbridge Ter 11/18	\$ 37.98
Withlacoochee River Electric Cooperative, Inc.	001735	1573432 12/18	Area Lighting 12/18	\$ 3,332.77
Yellowstone Landscape	001722	INV-0000232724	Sod Installation 09/18	\$ 1,425.00
Yellowstone Landscape	001734	INV-0000239592	Irrigation Repairs 11/18	\$ 138.48
Yellowstone Landscape	001734	INV-0000240609	Monthly Landscape Maintenance 12/18	\$ 7,740.00
Yellowstone Landscape	001734	INV-0000241605	Annual Mulch Installation 11/18	\$ 5,568.00
Report Total				<u>\$ 37,334.50</u>