



Rizzetta & Company

The Verandahs Community Development District

**Board of Supervisors' Meeting
March 5, 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.

March 4, 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, March 5, 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 Reports Tab 1
 - ii. Consideration of Landscaping Proposals..... Tab 2
 - D. District Manager
- 4. CONSTRUCTION UPDATE**
- 5. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors' Meeting Held on February 5, 2019 Tab 3
 - B. Consideration of Operation & Maintenance Expenditures for January 2019..... Tab 4
- 6. OLD BUSINESS ITEMS**
 - A. Update on County Permitting Process
- 7. NEW BUSINESS ITEMS**
 - A. Consideration of Landscape RFP Proposals..... *under sep. cover*
- 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

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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, February 5, 2019 at 6:30 PM** at the Trinity Lutheran Church, located at 3100 Starkey Boulevard, New Port Richey, FL 34655.

Present and constituting a quorum:

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| Stanley Haupt | Board Supervisor, Chairman |
| Thomas May | Board Supervisor, Asst. Secretary |
| Sara Henk | Board Supervisor, Asst. Secretary |
| Kim Jordan | Board Supervisor, Asst. Secretary |

Also present were:

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| 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 conducted roll call, confirming a quorum for the meeting.

SECOND ORDER OF BUSINESS

Staff Reports

A. District Counsel

Not present; no report provided.

B. District Engineer

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

C. Operations Manager

i. Presentation of Field Inspection Reports

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46 Mr. Phillips presented the latest field inspection reports to the Board for
47 review and addressed and answered the Board's general questions.
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49 **ii. Consideration of Landscaping Proposals**

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51 Mr. Phillips presented landscaping proposals to the Board for consideration.
52 Discussion ensued. The Board declined to take action on the proposals at
53 this time.
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55 **D. District Manager**

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57 Mr. Phillips announced that the next meeting is scheduled for March 5, 2019
58 at 8:00 AM.
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60 **THIRD ORDER OF BUSINESS**

Construction Update

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62 Mr. Phillips introduced the topic for review. Board discussion ensued. Mr. May
63 gave an update regarding electrical work, and the Board directed that Mr. Haupt be
64 provided authorization for A/C service.
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66 **FOURTH ORDER OF BUSINESS**

**Consideration of Minutes of the
Board of Supervisors' Meeting
held on January 8, 2019**

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On a Motion by Mr. Haupt, seconded by Ms. Henk, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on January 8, 2019 for The Verandahs Community Development District.

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71 **FIFTH ORDER OF BUSINESS**

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

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On a Motion by Mr. Haupt, seconded by Mr. May, with all in favor, the Board of Supervisors ratified the Operation and Maintenance Expenditures for December 2018 totaling \$37,334.50 for The Verandahs Community Development District.

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76 **SIXTH ORDER OF BUSINESS**

**Update on County Permitting
Process**

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

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SEVENTH ORDER OF BUSINESS

**Consideration of Website ADA
Compliance Proposal**

Mr. Phillips presented a proposal from ADA Site Compliance to the Board for consideration. Discussion ensued. The Board declined to take action on the proposal at this time.

EIGHTH ORDER OF BUSINESS

Supervisor Comments

There were no additional supervisor comments or requests.

NINTH ORDER OF BUSINESS

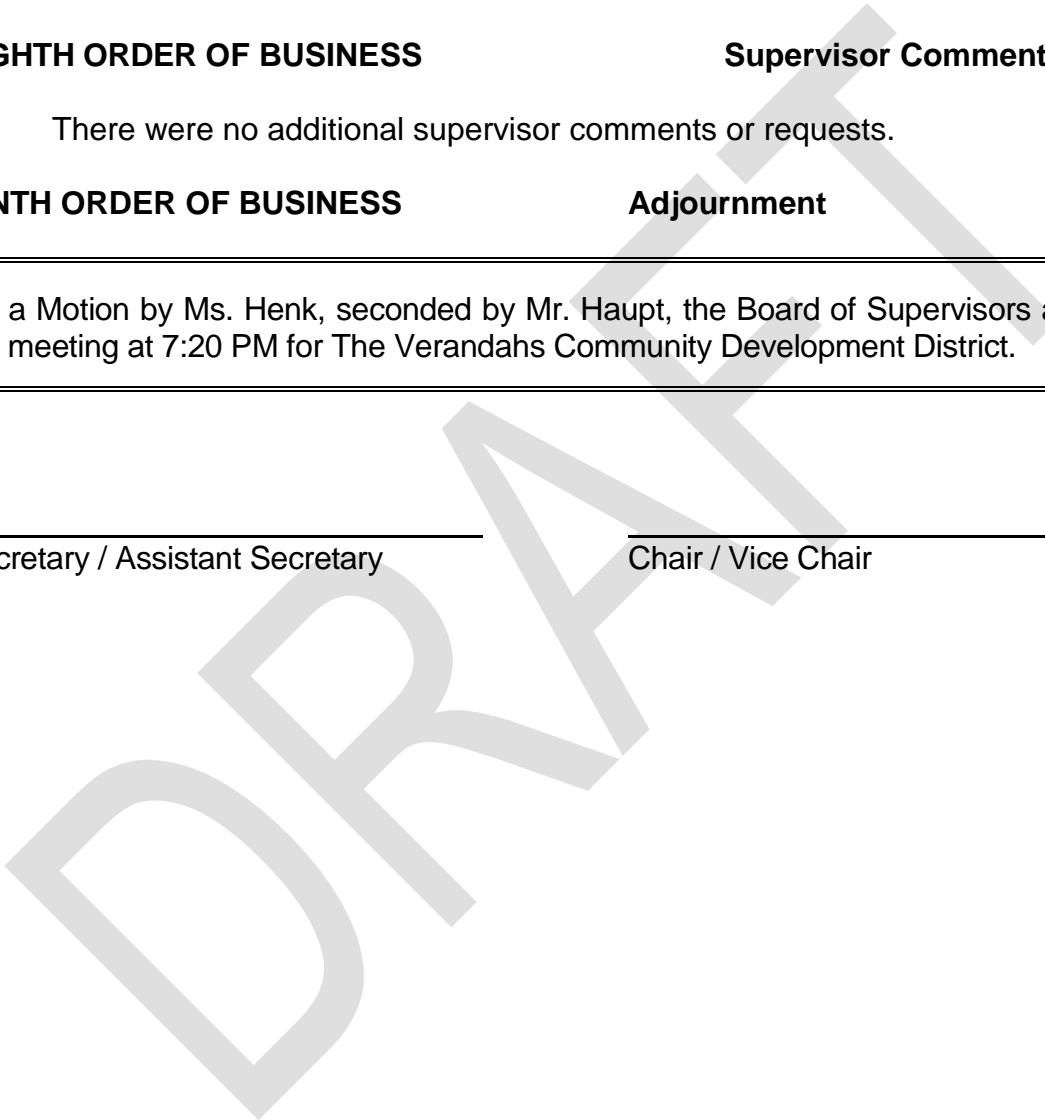
Adjournment

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| On a Motion by Ms. Henk, seconded by Mr. Haupt, the Board of Supervisors adjourned the meeting at 7:20 PM for The Verandahs Community Development District. |
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Secretary / Assistant Secretary

Chair / Vice Chair



Tab 4

The Verandahs Community Development District

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

Operations and Maintenance Expenditures January 2019 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from January 1, 2019 through January 31, 2019. This does not include expenditures previously approved by the Board.

The total items being presented: **\$28,148.63**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

The Verandahs Community Development District

Paid Operation & Maintenance Expenditures

January 1, 2019 Through January 31, 2019

| Vendor Name | Check Number | Invoice Number | Invoice Description | Invoice Amount |
|--|--------------|------------------|--|----------------|
| Beckners Cleaning Contractors, Inc. | 001750 | 14295 | Removed Rust from PVC Fence 01/19 | \$ 125.00 |
| Blue Water Aquatics, Inc. | 001742 | 24812 | Aquatic Service 12/18 | \$ 1,200.00 |
| Blue Water Aquatics, Inc. | 001752 | 24780 | Aquatic Service 01/19 | \$ 1,200.00 |
| Dewberry Engineers Inc. | 001736 | 1626474 | Engineering Services 11/18 | \$ 1,710.00 |
| High Trim, LLC | 001753 | 380 | Tree Maintenance 01/19 | \$ 2,800.00 |
| Illuminations Holiday Lighting, LLC | 001739 | 20221019-Balance | Holiday Lighting & Decorations Balance 01/19 | \$ 1,750.00 |
| Kim E. Jordan | 001745 | KJ010819 | Board of Supervisors Meeting 01/08/19 | \$ 200.00 |
| Nancy J Smith | 001747 | NS010819 | Board of Supervisors Meeting 01/08/19 | \$ 200.00 |
| Pasco County Utilities Services Branch | 001751 | 11425618 | Chenwood Avenue 12/18 | \$ 330.08 |
| Rizzetta & Company, Inc. | 001741 | INV0000037437 | District Management Fees 01/19 | \$ 4,208.34 |
| Rizzetta Technology Services, LLC | 001740 | INV0000003993 | Website & Email Hosting Services 01/19 | \$ 175.00 |
| Sara M Guthrie | 001743 | SG010819 | Board of Supervisors Meeting 01/08/19 | \$ 200.00 |
| Stanley Haupt | 001744 | SH010819 | Board of Supervisors Meeting 01/08/19 | \$ 200.00 |
| Straley Robin Vericker | 001737 | 16498 | General Legal Services 12/18 | \$ 710.45 |
| Straley Robin Vericker | 001754 | 16683 | General Legal Services 01/19 | \$ 714.10 |
| Thomas M May | 001746 | TM010819 | Board of Supervisors Meeting 01/08/19 | \$ 200.00 |
| Trinity Lutheran Church | 001748 | 010819 | Donation for Meeting Room use 01/08/19 | \$ 50.00 |
| Withlacoochee River Electric Cooperative, Inc. | 001738 | 1573431 12/18 | Area Lighting 12/18 | \$ 439.64 |
| Withlacoochee River Electric Cooperative, Inc. | 001738 | 1573433 12/18 | 12013 Chenwood Avenue - Sign 12/18 | \$ 42.83 |
| Withlacoochee River Electric Cooperative, Inc. | 001738 | 2026777 12/18 | 12414 Southbridge Ter 12/18 | \$ 37.98 |
| Withlacoochee River Electric Cooperative, Inc. | 001755 | 1573431 01/19 | Area Lighting 01/19 | \$ 438.66 |
| Withlacoochee River Electric Cooperative, Inc. | 001755 | 1573432 01/19 | Area Lighting 01/19 | \$ 3,332.77 |
| Withlacoochee River Electric Cooperative, Inc. | 001755 | 1573433 01/19 | 12013 Chenwood Avenue - Sign 01/19 | \$ 45.01 |
| Withlacoochee River Electric Cooperative, Inc. | 001755 | 2026777 01/19 | 12414 Southbridge Ter 01/19 | \$ 39.13 |

The Verandahs Community Development District

Paid Operation & Maintenance Expenditures

January 1, 2019 Through January 31, 2019

| <u>Vendor Name</u> | <u>Check Number</u> | <u>Invoice Number</u> | <u>Invoice Description</u> | <u>Invoice Amount</u> |
|-----------------------|---------------------|-----------------------|--|----------------------------|
| Yellowstone Landscape | 001749 | INV-0000245608 | Irrigation Repairs 12/18 | \$ 59.64 |
| Yellowstone Landscape | 001756 | INV-0000244849 | Monthly Landscape Maintenance 01/19 | <u>\$ 7,740.00</u> |
| Report Total | | | | <u>\$ 28,148.63</u> |