



Rizzetta & Company

The Verandahs Community Development District

**Board of Supervisors' Meeting
May 7, 2019**

**District Office:
5844 Old Pasco Road, Suite 100
Wesley Chapel, 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	Chair Vice Chair 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.

May 3, 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, May 7, 2019 at 6:30 PM** 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. NEW BUSINESS ITEMS – PART I**
 - A. Consideration of Supervisor Resume..... Tab 1
 - i. Administration of Oath of Office
 - ii. Consideration of Resolution 2019-03,
Re-Designating Officers..... Tab 2
- 4. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. Operations Manager
 - i. Presentation of Field Inspection Report Tab 3
 - ii. Consideration of Landscaping Proposals..... Tab 4
 - D. District Manager
 - i. Announcement of Registered Voter Count..... Tab 5
- 5. CONSTRUCTION UPDATE**
- 6. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors’
Meeting Held on April 2, 2019 Tab 6
 - B. Consideration of Operation & Maintenance
Expenditures for March 2019 Tab 7
- 7. OLD BUSINESS ITEMS**
 - A. Update on County Permitting Process
- 8. NEW BUSINESS ITEMS – PART II**
 - A. Consideration of Wetland Signs Proposal Tab 8
 - B. Presentation of FY 2019-2020 Proposed Budget Tab 9
 - i. Consideration of Resolution 2019-04,
Approving the Proposed Budget and
Setting the Public Hearing Tab 10

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 6

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, April 2, 2019 at 8:15 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, Chair
Nancy Smith	Board Supervisor, Vice Chair
Thomas May	Board Supervisor, Asst. Secretary
Sara Henk	Board Supervisor, Asst. Secretary

Also present were:

Grant Phillips	District Manager; Rizzetta & Company, Inc.
Giacomo Licari	District Engineer; Dewberry
Tyree Brown	Field Services Manager; RASI
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

Staff Reports

A. District Counsel

Not present; no report provided.

B. District Engineer

Mr. Licari outlined his report and addressed and answered the Board's general questions.

45 **i. Consideration of Wetland Sign**

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47 Mr. Licari presented an example of a wetlands protection sign to the Board
48 for consideration. Discussion ensued.

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50 **C. Operations Manager**

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

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

56
57 **ii. Consideration of Landscaping Proposals**

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59 Mr. Phillips presented landscaping proposals to the Board for consideration.
60 Discussion ensued.

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62 On a Motion by Ms. Smith, seconded by Mr. May, with all in favor, the Board of Supervisors approved the Yellowstone proposal for installation of mammy crotons in the amount of \$596.25 for The Verandahs Community Development District.

63 On a Motion by Ms. Smith, seconded by Mr. Haupt, with all in favor, the Board of Supervisors approved the Yellowstone proposal for installation of spring annuals in the amount of \$979.90 for The Verandahs Community Development District.

64 **iii. Consideration of Landscape RFP Proposals**

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66 Mr. Phillips introduced discussion of the previously considered landscape
67 RFP proposals to the Board. Discussion ensued. The Board then ranked the
68 companies in order from highest to lowest, respectively, as Yellowstone, Down to
69 Earth, and Liberty.

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71 On a Motion by Ms. Smith, seconded by Mr. Haupt, with all in favor, the Board of Supervisors accepted the landscape RFP proposal from Yellowstone for The Verandahs Community Development District.

72 **D. District Manager**

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74 Mr. Phillips announced that the next meeting is scheduled for May 7, 2019 at
75 6:30 PM at which time the fiscal year 2019-2020 proposed budget would be

76 considered for approval.

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78 **THIRD ORDER OF BUSINESS**

Construction Update

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80 Mr. Phillips introduced the topic for review. Board discussion ensued.

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82 **FOURTH ORDER OF BUSINESS**

**Consideration of Minutes of the
Board of Supervisors' Meeting
held on March 5, 2019**

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On a Motion by Mr. May, seconded by Ms. Henk, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on March 5, 2019 for The Verandahs Community Development District.

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87 **FIFTH ORDER OF BUSINESS**

**Consideration of Operation &
Maintenance Expenditures for
February 2019**

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On a Motion by Mr. Haupt, seconded by Ms. Henk, with all in favor, the Board of Supervisors ratified the Operation & Maintenance Expenditures for February 2019 totaling \$23,808.61 for The Verandahs Community Development District.

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92 **SIXTH ORDER OF BUSINESS**

**Update on County Permitting
Process**

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95 Mr. Phillips introduced the topic to the Board for review. Mr. May provided an
96 update for the rest of the Board and answered their general questions.

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98 **SEVENTH ORDER OF BUSINESS**

**Consideration of Supervisor
Resignation**

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On a Motion by Ms. Smith, seconded by Ms. Henk, with all in favor, the Board of Supervisors accepted the resignation of Board supervisor Kim Jordan for The Verandahs Community Development District.

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105 **EIGHTH ORDER OF BUSINESS**

**Discussion of Website ADA
Compliance**

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Mr. Phillips presented information regarding website ADA compliance to the Board for review. Discussion ensued.

NINTH ORDER OF BUSINESS

Supervisor Comments

Ms. Henk discussed landscaping issues.

TENTH ORDER OF BUSINESS

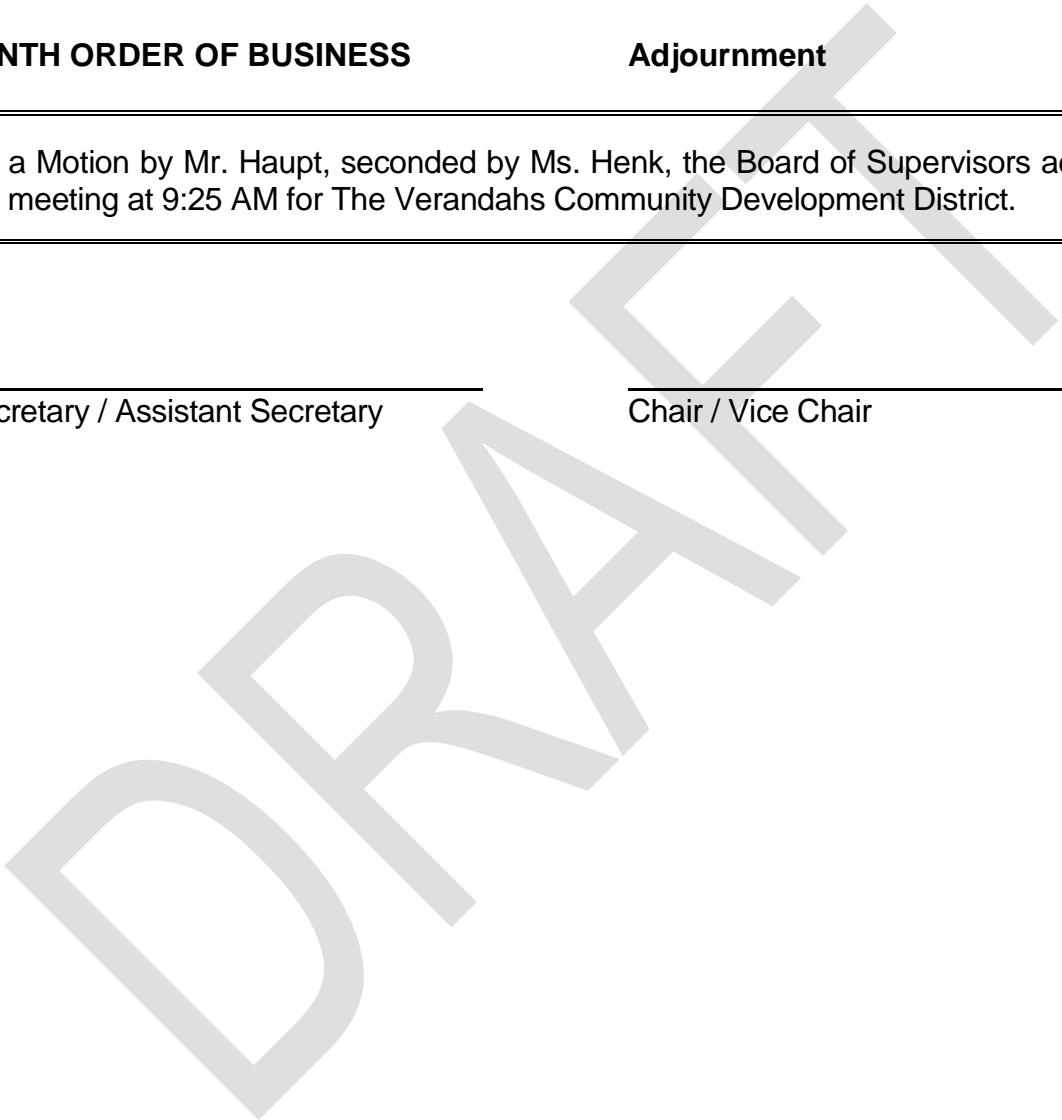
Adjournment

On a Motion by Mr. Haupt, seconded by Ms. Henk, the Board of Supervisors adjourned the meeting at 9:25 AM for The Verandahs Community Development District.

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Secretary / Assistant Secretary

Chair / Vice Chair



Tab 7

The Verandahs Community Development District

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

Operations and Maintenance Expenditures March 2019 For Board Approval

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

The total items being presented: **\$19,132.13**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

The Verandahs Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2019 Through March 31, 2019

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Dewberry Engineers Inc.	001785	1660150	Engineering Services 02/19	\$ 625.00
Pasco County Utilities Services Branch	001784	11656592	Chenwood Avenue 02/19	\$ 330.08
Rizzetta & Company, Inc.	001775	INV0000039125	District Management Fees 03/19	\$ 4,208.34
Rizzetta Technology Services, LLC	001774	INV0000004165	Website & Email Hosting Services 03/19	\$ 175.00
Rust-Off Inc.	001776	20600	Chemicals For Rust Prevention 02/19	\$ 790.00
Sara M Guthrie	001780	SG030519	Board of Supervisors Meeting 03/05/19	\$ 200.00
Stanley Haupt	001781	SH030519	Board of Supervisors Meeting 03/05/19	\$ 200.00
Straley Robin Vericker	001777	16789	General Legal Services 02/19	\$ 300.00
Thomas M May	001782	TM030519	Board of Supervisors Meeting 03/05/19	\$ 200.00
Thomas May	001786	032619	Reimb Items Purchase for District fm Lowe	\$ 54.34
Trinity Lutheran Church	001783	030519	Donation for Meeting Room use 03/05/19	\$ 50.00
Verandahs Association	001778	022519- #1510575	Reimburse HOA for Electric Service 12433 Chenwood Ave 12/18	\$ 139.73
Verandahs Association	001778	022519- #1510575-01/19	Reimburse HOA for Electric Service 12433 Chenwood Ave	\$ 116.30
Verandahs Association	001778	022519- #1510576	Reimburse HOA for Electric Service 12137 Chenwood Ave 12/18	\$ 198.67
Verandahs Association	001778	022519- #1510576-01/19	Reimburse HOA for Electric Service 12137 Chenwood Ave 01/19	\$ 174.09
Withlacoochee River Electric Cooperative, Inc.	001787	1573432 03/19	Area Lighting 03/19	\$ 3,324.77
Yellowstone Landscape	001779	TM 4884	Irrigation Repairs 02/19	\$ 152.88
Yellowstone Landscape	001779	TM 4885	Irrigation Repairs 02/19	\$ 152.93

The Verandahs Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2019 Through March 31, 2019

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Yellowstone Landscape	001788	TM 8851	Monthly Landscape Maintenance 03/19	<u>\$ 7,740.00</u>
Report Total				<u>\$ 19,132.13</u>