



Rizzetta & Company

The Verandahs Community Development District

**Board of Supervisors' Meeting
July 2, 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 Allen Adams	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.

June 28, 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, July 2, 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
 - D. District Manager
- 4. CONSTRUCTION UPDATE**
- 5. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors' Meeting Held on June 4, 2019..... Tab 2
 - B. Consideration of Operation & Maintenance Expenditures for May 2019..... Tab 3
 - C. Ratification of Series 2016 Check Requisitions #20-21 Tab 4
- 6. OLD BUSINESS ITEMS**
 - A. Update on County Permitting Process
- 7. NEW BUSINESS ITEMS**
 - A. Presentation of FY 2018 Final Audit..... Tab 5
 - B. Discussion of Clubhouse Policies..... Tab 6
 - C. [Discussion of Clubhouse/Gym Connections Options](#) Tab 7
 - D. [Discussion of Fitness Equipment/Maintenance](#) Tab 8
 - E. Consideration of Wetland Signs Proposal Tab 9
- 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

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, June 4, 2019 at 8:04 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
Allen Adams	Board Supervisor, Asst. Secretary

Also present were:

Grant Phillips	District Manager; Rizzetta & Company, Inc.
Bryan Radcliff	District Manager; Rizzetta & Company, Inc.
Giacomo Licari	District Engineer; Dewberry

Audience

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

**Audience Comments on
Agenda Items**

There were no questions or comments from the audience members.

THIRD ORDER OF BUSINESS

Staff Reports

A. District Counsel

Not present; no report provided.

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B. District Engineer

Mr. Licari outlined his report and answered general questions from the Board. Discussion ensued regarding sealing the parking lot.

C. Operations Manager

i. Presentation of Field Inspection Report

Mr. Phillips presented the latest field inspection report from field manager Tyree Brown to the Board for review. Discussion ensued regarding items including sod replacement and irrigation concerns.

D. District Manager

Mr. Phillips announced that the next meeting is scheduled for July 2, 2019 at 08:00 AM. Discussion continued regarding landscaping. The Board asked staff to look at getting proposals due to lack of water.

FOURTH ORDER OF BUSINESS

Construction Update

Mr. Phillips introduced the topic for review. Board discussion ensued regarding items including the exercise equipment and furniture.

FIFTH ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Meeting held on May 7, 2019

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 May 7, 2019 for The Verandahs Community Development District.

SIXTH ORDER OF BUSINESS

Consideration of Operation & Maintenance Expenditures for April 2019

Mr. Phillips presented the Operations & Maintenance Expenditures to the Board for ratification. Discussion ensued.

On a Motion by Ms. Smith, seconded by Mr. Haupt, with all in favor, the Board of Supervisors ratified the Operation & Maintenance Expenditures for April 2019 totaling \$23,674.34 for The Verandahs Community Development District.

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SEVENTH ORDER OF BUSINESS

**Ratification of Series 2016
Check Requisitions #15-19**

Mr. Phillips presented two check requisitions to the Board for ratification. Brief discussion ensued.

On a Motion by Mr. May, seconded by Mr. Haupt, with all in favor, the Board of Supervisors ratified the Series 2016 Check Requisitions #15-19 for The Verandahs Community Development District.

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EIGHTH ORDER OF BUSINESS

**Consideration of Wetland
Signs Proposal**

Mr. Phillips presented a proposal for wetlands warning signs to the Board for consideration. Discussion ensued regarding sign placement locations.

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NINTH ORDER OF BUSINESS

**Presentation of FY 2019-2020
Proposed Budget**

Mr. Phillips presented the Fiscal Year 2019-2020 proposed budget to the Board for consideration. Discussion ensued.

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TENTH ORDER OF BUSINESS

**Consideration of Res. 2019-04,
Approving Proposed Budget
and Setting the Public Hearing**

Mr. Phillips presented Resolution 2019-04 to the Board for consideration. Discussion ensued regarding the final budget meeting date. The Board agreed to the proposed budget with a high-water mark of \$420,721.00 and that the public hearing will be held on Wed., August 14th at 6:30 PM.

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On a Motion by Ms. Smith, seconded by Mr. Haupt, with all in favor, the Board of Supervisors adopted Resolution 2019-04, Approving the Proposed Budget and Setting a Public Hearing, for The Verandahs Community Development District.

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ELEVENTH ORDER OF BUSINESS

Audience Comments

114 There were no questions or comments from the audience.

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116 **TWELFTH ORDER OF BUSINESS**

Supervisor Comments

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118 There were no additional supervisor requests.

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120 **THIRTEENTH ORDER OF BUSINESS**

Adjournment

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On a Motion by Ms. Smith, seconded by Mr. Haupt, the Board of Supervisors adjourned the meeting at 9:41 AM for The Verandahs Community Development District.

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Assistant Secretary

Chair / Vice Chair

DRAFT

Tab 3

The Verandahs Community Development District

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

Operations and Maintenance Expenditures May 2019 For Board Approval

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

The total items being presented: **\$28,541.50**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

The Verandahs Community Development District

Paid Operation & Maintenance Expenditures

May 1, 2019 Through May 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Allen Adams	001818	AA050719	Board of Supervisors Meeting 05/07/19	\$ 200.00
Blue Water Aquatics, Inc.	001819	25284	Aquatic Service 05/19	\$ 1,200.00
Dewberry Engineers Inc.	001808	1672108	Engineering Services 03/19	\$ 625.00
High Trim, LLC	001814	644	Tree Maintenance 05/19	\$ 2,800.00
Nancy J Smith	001823	NS050719	Board of Supervisors Meeting 05/07/19	\$ 200.00
Pasco County Property Appraiser	001815	040119	Non-Ad Valorem Annual Fees FY 19/20	\$ 150.00
Pasco County Utilities Services Branch	001817	11919779	Chenwood Avenue 04/19	\$ 330.08
Rizzetta & Company, Inc.	001810	INV0000040284	District Management Fees 05/19	\$ 4,208.34
Rizzetta Technology Services, LLC	001809	INV0000004337	Website & Email Hosting Services 05/19	\$ 175.00
Rust-Off Inc.	001816	21184	Chemicals For Rust Prevention 04/19	\$ 790.00
Sara M Guthrie	001820	SG050719	Board of Supervisors Meeting 05/07/19	\$ 200.00
Stanley Haupt	001821	SH050719	Board of Supervisors Meeting 05/07/19	\$ 200.00
Straley Robin Vericker	001811	17025	General Legal Services 04/19	\$ 125.00

The Verandahs Community Development District

Paid Operation & Maintenance Expenditures

May 1, 2019 Through May 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Thomas M May	001822	TM050719	Board of Supervisors Meeting 05/07/19	\$ 200.00
Trinity Lutheran Church	001824	050719	Donation for Meeting Room use 05/07/19	\$ 50.00
Verandahs Association	001812	042519 ACCT#1510575 03/19	Reimb HOA for Electric Service 12433 Chenwood Ave 02/19	\$ 139.83
Verandahs Association	001812	042519 ACCT#1510576 03/19	Reimburse HOA for Electric Service 12137 Chenwood Ave 03/19	\$ 149.31
Withlacoochee River Electric Cooperative, Inc.	001813	1573431 04/19	Area Lighting 04/19	\$ 438.66
Withlacoochee River Electric Cooperative, Inc.	001813	1573432 04/19	Area Lighting 04/19	\$ 3,334.13
Withlacoochee River Electric Cooperative, Inc.	001813	1573433 04/19	12013 Chenwood Avenue - Sign 04/19	\$ 34.73
Withlacoochee River Electric Cooperative, Inc.	001813	2026777 04/19	12414 Southbridge Ter 04/19	\$ 37.40
Withlacoochee River Electric Cooperative, Inc.	001825	1573431 05/19	Area Lighting 05/19	\$ 438.66
Withlacoochee River Electric Cooperative, Inc.	001825	1573432 05/19	Area Lighting 05/19	\$ 3,334.13
Withlacoochee River Electric Cooperative, Inc.	001825	1573433 05/19	12013 Chenwood Avenue - Sign 05/19	\$ 34.64
Withlacoochee River Electric Cooperative, Inc.	001825	2026777 05/19	12414 Southbridge Ter 05/19	\$ 37.49
Yellowstone Landscape	001826	TM 22173	Monthly Landscape Maintenance 05/19	\$ 7,740.00

The Verandahs Community Development District

Paid Operation & Maintenance Expenditures

May 1, 2019 Through May 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Yellowstone Landscape	001826	TM 25053	Install Spring Annuals 05/19	\$ 979.90
Yellowstone Landscape	001826	TM 25054	Irrigation Main Line Repairs 05/19	\$ 304.92
Yellowstone Landscape	001826	TM 25055	Irrigation Service Repairs 05/19	\$ 84.28
Report Total				<u>\$ 28,541.50</u>