



Rizzetta & Company

The Verandahs Community Development District

Board of Supervisors' Meeting October 1, 2019

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

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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	Bryan Radcliff	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) or 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.

Board of Supervisors
The Verandahs Community
Development District

September 30, 2019

REVISED AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of The Verandahs Community Development District will be held on **Tuesday, October 1, 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
 - i. Consideration of Pavement Evaluation Proposal Tab 1
 - C. Landscape & Irrigation..... Tab 2
 - i. **Consideration of Landscaping Proposals..... Tab 3**
 - D. **Aquatic Services..... Tab 4**
 - i. **Pond 60 (Jillian Circle) Water Testing Results Tab 5**
 - E. District Manager
4. **CONSTRUCTION UPDATE**
5. **BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors' Meeting Held on September 16, 2019..... Tab 6
 - B. Ratification of Series 2016 Check Requisitions (if any)
6. **OLD BUSINESS ITEMS**
 - A. Update on County Permitting Process
7. **NEW BUSINESS ITEMS**
 - A. Establishment of Audit Review Committee
 - B. **Consideration of Insurance Policy Renewal Tab 7**
 - C. **Consideration of Tree Trimming Contract..... Tab 8**
 - D. Consideration of Merchants Association Agreement..... Tab 9
 - E. Consideration of Holiday Decorating Proposal Tab 10
 - F. Consideration of Clubhouse Cleaning Proposal Tab 11
 - G. **Discussion of Website Compliance Items..... Tab 12**
 - H. Consideration of Clubhouse Furnishings..... *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,
Bryan Radcliff
Bryan Radcliff, District Manager

Tab 6

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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 meeting of the Board of Supervisors of The Verandahs Community Development District was held on **Monday, September 16, 2019 at 9:00 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
Sara Henk	Board Supervisor, Asst. Secretary
Allen Adams	Board Supervisor, Asst. Secretary

Also present were:

Bryan Radcliff	District Manager; Rizzetta & Company, Inc.
Vivek Babbar	District Counsel; Straley Robin Vericker
Giacomo Licari	District Engineer; Dewberry
Tyree Brown	Field Services Manager; RASI
Scott Smith	Regional Manager; RASI
Gregg Gruhl	Amenity Services Manager; RASI
Brett Perez	Yellowstone
Matt Matos	Yellowstone
Brooks McNichols	High Trim

Audience

FIRST ORDER OF BUSINESS

Call to Order

Mr. Radcliff 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 audience comments or questions on agenda items.

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46 **THIRD ORDER OF BUSINESS** **Consideration of Resolution**
47 **2019-08, Designating Officers**
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49 Mr. Radcliff presented Resolution 2019-08 to the Board for consideration. The
50 Board confirmed Mr. Haupt as Chair, Ms. Smith as Vice Chair, and the remaining
51 supervisors along with Mr. Radcliff serving as assistant secretaries.
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On a motion by Ms. Smith, seconded by Mr. Haupt, with all in favor, the Board of Supervisors adopted Resolution 2019-08, Designating Officers, for The Verandahs Community Development District.

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54 **FOURTH ORDER OF BUSINESS** **Staff Reports**
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56 **A. District Counsel**

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58 No report.

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60 **B. District Engineer**

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62 **i. Consideration of Utility Easement Agreement**

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64 Mr. Licari presented the utility easement agreement to the Board for
65 review.
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On a Motion by Mr. Haupt, seconded by Ms. Smith, with all in favor, the Board of Supervisors approved the utility easement agreement for The Verandahs Community Development District.

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68 **C. Landscape & Irrigation**

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70 Mr. Brown presented his latest field inspection report to the Board for review.

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72 **i. Consideration of Tree Trimming Contract**

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74 Mr. Brown discussed overlapping scopes of tree trimming services between
75 High Trim and Yellowstone. High Trim will submit a new contract with the
76 overlapping services removed.

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78 **ii. Consideration of Landscape Proposal**
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80 A proposal for sod installation was presented. Discussion ensued. The
81 Board approved the expense; Yellowstone will submit a new proposal.
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On a Motion by Ms. Smith, seconded by Mr. Haupt, with all in favor, the Board of Supervisors approved the expense for sod installation by Yellowstone for an amount not to exceed \$13,288.00 for The Verandahs Community Development District.

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84 **D. District Manager**

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86 Mr. Radcliff announced that the next regular meeting is scheduled for
87 October 1, 2019 at 8:00 AM.

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89 **FIFTH ORDER OF BUSINESS**

**Consideration of Minutes of the
Board of Supervisors' Meeting
Held on June 4, 2019**

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93 Mr. Radcliff presented the minutes of the meeting held on June 4, 2019 to the
94 Board for consideration.
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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 June 4, 2019 for The Verandahs Community Development District.

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97 **SIXTH ORDER OF BUSINESS**

**Consideration of Minutes of the
Board of Supervisors' Meeting
Held on August 14, 2019**

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101 Mr. Radcliff presented the minutes of the meeting held on August 14, 2019 to the
102 Board for consideration.
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On a Motion by Mr. Haupt, seconded by Ms. Smith, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on August 14, 2019 for The Verandahs Community Development District.

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105 **SEVENTH ORDER OF BUSINESS**

**Consideration of Minutes of the
Board of Supervisors' Meeting
Held on August 19, 2019**

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109 Mr. Radcliff presented the minutes of the meeting held on August 19, 2019 to the
110 Board for consideration. The Board asked that Ms. Henk's name be corrected from

111 "Sarah" to "Sara" in the meeting minutes wherever necessary.
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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 August 19, 2019 for The Verandahs Community Development District.

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114 **EIGHTH ORDER OF BUSINESS** **Consideration of Operations &**
115 **Maintenance Expenditures for**
116 **July 2019**
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118 Mr. Radcliff presented the July 2019 Operations & Maintenance Expenditures to
119 the Board for ratification.
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On a Motion by Mr. Haupt, seconded by Ms. Smith, with all in favor, the Board of Supervisors ratified the Operation & Maintenance Expenditures for July 2019 totaling \$50,875.35 for The Verandahs Community Development District.

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122 **NINTH ORDER OF BUSINESS** **Consideration of Operations &**
123 **Maintenance Expenditures for**
124 **August 2019**
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126 Mr. Radcliff presented the August 2019 Operations & Maintenance Expenditures to
127 the Board for ratification.
128

On a Motion by Ms. Smith, seconded by Ms. Henk, with all in favor, the Board of Supervisors ratified the Operation & Maintenance Expenditures for August 2019 totaling \$30,311.54 for The Verandahs Community Development District.

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130 **TENTH ORDER OF BUSINESS** **Consideration of Addendum to**
131 **District Services Contract**
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133 Mr. Radcliff presented a second addendum to the District management contract to
134 the Board for consideration.
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On a motion by Ms. Smith, seconded by Mr. Haupt, with all in favor, the Board of Supervisors approved the second addendum to the Contract for Professional District Services for The Verandahs Community Development District.

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137 **ELEVENTH ORDER OF BUSINESS**

**Ratification of Insurance Policy
Renewal**

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Mr. Radcliff presented the annual insurance policy renewal to the Board for ratification. Discussion ensued.

On a motion by Mr. Haupt, seconded by Ms. Henk, with all in favor, the Board of Supervisors ratified the annual insurance policy renewal, pending addition of coverage for the new clubhouse, for The Verandahs Community Development District.

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144 **TWELFTH ORDER OF BUSINESS**

**Consideration of Amenity
Services Contract**

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Mr. Smith and Mr. Gruhl presented the amenity services contract 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 Rizzetta Amenity Services contract with a tentative start date of November 15, 2019 for The Verandahs Community Development District.

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151 **THIRTEENTH ORDER OF BUSINESS**

**Consideration of Pond
Treatment Proposal**

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Mr. Radcliff presented a pond water testing and algae treatment proposal from Blue Water Aquatics 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 for Jillian pond (pond #60) water lab testing from Blue Water Aquatics in the amount of \$250.00 for The Verandahs Community Development District.

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158 **FOURTEENTH ORDER OF BUSINESS**

**Public Hearing on Clubhouse /
Amenity Policies**

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Mr. Radcliff asked for a motion to open the public hearing on adoption of clubhouse policies.

On a motion by Mr. Haupt, seconded by Ms. Henk, with all in favor, the Board of Supervisors opened the public hearing on adoption of clubhouse policies for The Verandahs Community Development District.

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(Mr. Brown, Mr. Matos, and Mr. Perez left the meeting at 9:49 AM.)

Mr. Babbar presented drafts of the clubhouse & amenity policies, fitness center waiver form, and incident report form to the Board and reviewed the documents for the Board. Mr. Radcliff asked if there were any comments from the public; there were none.

On a motion by Mr. Haupt, seconded by Ms. Smith, with all in favor, the Board of Supervisors closed the public hearing on adoption of clubhouse policies for The Verandahs Community Development District.

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FIFTEENTH ORDER OF BUSINESS

**Consideration of Resolution
2019-09, Adopting Clubhouse /
Amenities Policies**

Mr. Radcliff presented Resolution 2019-09 to the Board for consideration.

On a motion by Ms. Smith, seconded by Mr. Haupt, with all in favor, the Board of Supervisors adopted Resolution 2019-09, Adopting Clubhouse/Amenity Policies, for The Verandahs Community Development District.

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SIXTEENTH ORDER OF BUSINESS

Supervisor Comments

Ms. Smith requested that Blue Water Aquatics make a full report and have a representative present at the next meeting.

Ms. Smith also requested that District Counsel prepare a tri-party agreement for potential damage to District gates.

Ms. Henk stated she will bring potential selections for clubhouse furniture to the next meeting for consideration.

SEVENTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Smith, seconded by Ms. Henk, the Board of Supervisors adjourned the meeting at 10:27 AM for The Verandahs Community Development District.

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Assistant Secretary

Chair / Vice Chair