



Rizzetta & Company

The Verandahs Community Development District

**Board of Supervisors' Meeting
December 3, 2019**

**District Office:
5844 Old Pasco Road, Suite 100
Wesley Chapel, Florida 33544
813.994.1001**

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 Allen Adams	Chair Vice Chair 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.

November 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, December 3, 2019 at 8:00 AM** at 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. Landscape & Irrigation Tab 1
 - i. 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 November 5, 2019 Tab 3
 - B. Consideration of Operations & Maintenance Expenditures for October 2019 Tab 4
 - C. Ratification of Series 2016 Check Requisitions (if any)
- 6. OLD BUSINESS ITEMS**
 - A. Update on County Permitting Process
- 7. NEW BUSINESS ITEMS**
 - A. Consideration of Cleaning Services Agreement ... *under sep. cover*
 - B. Consideration of Supervisor Resignations Tab 5
 - C. Consideration of New Supervisor Appointments..... Tab 6
 - D. Consideration of Resolution 2020-01, Re-designating Officers of the District Tab 7
- 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) 994-1001.

Sincerely,

Bryan Radcliff

Bryan Radcliff, 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 **Monday, November 5, 2019 at 6:32 PM** 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
Allen Adams	Board Supervisor, Asst. Secretary

Also present were:

Bryan Radcliff	District Manager; Rizzetta & Company, Inc.
Giacomo Licari	District Engineer; Dewberry
Jennifer Budis	Admin. Assistant; Rizzetta & Company, Inc.
Corey Denninger	Suncoast Sparkling Cleaning Service
Gretchen Denninger	Suncoast Sparkling Cleaning Service

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.

THIRD ORDER OF BUSINESS

Staff Reports

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A. District Counsel

The Board requested follow-up with District Counsel on the agreement/release to use the gym facilities.

B. District Engineer

Mr. Licari presented his District Engineer's report to the Board. Topics discussed included the geotechnical report, clubhouse status, and permitting.

C. Landscape & Irrigation

Mr. Radcliff presented the latest field inspection report to the Board for review. The Board requested more oversight regarding sprinkler heads and wet checks.

i. Consideration of Landscape Proposal

Mr. Radcliff presented a proposal for sod replacement to the Board for consideration. Discussion ensued. The Board requested a map outlining the exact areas of sod installation in case replacement under warranty is needed.

On a Motion by Ms. Smith, seconded by Mr. Haupt, with all in favor, the Board of Supervisors approved proposal #24595 from Yellowstone for installation of sod in the amount of \$9,460.00 for The Verandahs Community Development District.

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D. District Manager

Mr. Radcliff announced that the next regular meeting is scheduled for December 3, 2019 at 8:00 AM. He then presented the agreement for tree trimming services by High Trim to the Board for consideration.

On a Motion by Mr. Haupt, seconded by Mr. May, with all in favor, the Board of Supervisors approved the tree trimming agreement with High Trim for The Verandahs Community Development District.

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Mr. Radcliff also presented a proposal from Yellowstone for winter annuals installation to the Board for consideration.

On a Motion by Ms. Smith, seconded by Mr. Haupt, with all in favor, the Board of Supervisors approved the proposal from Yellowstone for winter annuals installation for The Verandahs Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of Minutes of the
Board of Supervisors' Meeting
Held October 1, 2019**

Mr. Radcliff presented the minutes of the meeting held on October 1, 2019 to the Board for consideration.

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 October 1, 2019 for The Verandahs Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of Operations &
Maintenance Expenditures for
September 2019**

Mr. Radcliff presented the September 2019 Operations & Maintenance Expenditures to the Board for ratification.

On a Motion by Mr. Haupt, seconded by Ms. Henk, with all in favor, the Board of Supervisors ratified the Operation & Maintenance Expenditures for September 2019 totaling \$41,760.73 for The Verandahs Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of Clubhouse
Cleaning Services Proposal**

Mr. Radcliff presented a proposal for clubhouse cleaning and janitorial services to the Board for consideration. Mr. and Ms. Denninger addressed and answered the Board's general questions.

On a motion by Mr. Haupt, seconded by Mr. May, with all in favor, the Board of Supervisors approved the clubhouse cleaning and janitorial proposal from Suncoast Sparkling Cleaning Service for The Verandahs Community Development District.

(Mr. and Ms. Denninger left the meeting at 6:56 PM.)

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SEVENTH ORDER OF BUSINESS **Consideration of Aquatic Services Proposal**

Mr. Radcliff presented to the Board for consideration a proposal from Blue Water Aquatics for regular aquatic management services with increased visits.

On a motion by Ms. Smith, seconded by Mr. May, with all in favor, the Board of Supervisors approved the proposal from Blue Water Aquatics for regular aquatic management services, with increased visits, for The Verandahs Community Development District.

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EIGHTH ORDER OF BUSINESS **Audience Comments**

One resident commented on different lock options for use at the clubhouse.

NINTH ORDER OF BUSINESS **Supervisor Comments**

Mr. May requested remaining tasks left to accomplish with the clubhouse be assigned to Board members.

Mr. Haupt commented on a trip hazard located in the clubhouse which needs to be fixed.

TENTH ORDER OF BUSINESS **Adjournment**

On a Motion by Mr. Haupt, seconded by Mr. May, the Board of Supervisors adjourned the meeting at 7:21 PM for The Verandahs Community Development District.

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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 October 2019 For Board Approval

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

The total items being presented: **\$44,241.62**

Approval of Expenditures:

_____Chairperson

_____Vice Chairperson

_____Assistant Secretary

The Verandahs Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2019 Through October 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Allen Adams	001917	AA100119	Board of Supervisors Meeting 10/01/19	\$ 200.00
Blue Water Aquatics, Inc.	001935	25909	Aquatic Service 10/19	\$ 1,200.00
Crestmark Vendor Finance	001913	44368	Interim Rent on Lease Equipment 09/19	\$ 205.04
Crestmark Vendor Finance	001931	44370	Lease 193024-VF000 10/19	\$ 323.75
Dewberry Engineers Inc.	001918	1741481	Engineering Services 08/19	\$ 812.50
Dewberry Engineers Inc.	001936	1745548	Engineering Services 09/19	\$ 1,725.00
Frontier Communications of Florida	001919	727-856-7773-073119-5 10/19	Clubhouse Internet & TV 10/19	\$ 279.08
High Trim, LLC	001932	2095	Tree Maintenance 10/19	\$ 1,625.00
Nancy J Smith	001926	NS100119	Board of Supervisors Meeting 10/01/19	\$ 200.00
Rizzetta & Company, Inc.	001923	INV0000043717	Assessment Roll Preparation FY 19/20	\$ 5,000.00
Rizzetta & Company, Inc.	001923	INV0000043840	District Management Fees 10/19	\$ 4,320.33
Rizzetta Amenity Services, Inc.	001924	INV00000000006708	Deposit 10/19	\$ 2,904.46
Rizzetta Technology Services, LLC	001937	INV0000004763	Website & Email Hosting Services 10/19	\$ 100.00
Rust-Off Inc.	001925	23093	Chemicals For Rust Prevention 09/19	\$ 790.00
Sara M Guthrie	001920	SG100119	Board of Supervisors Meeting 10/01/19	\$ 200.00

The Verandahs Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2019 Through October 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Stanley Haupt	001914	092319	Reimbursement 3 Card Tables 09/19	\$ 219.84
Stanley Haupt	001921	SH100119	Board of Supervisors Meeting 10/01/19	\$ 200.00
Stanley Haupt	001934	102619	20 Folding Chairs 10/19	\$ 359.80
Straley Robin Vericker	001915	17476	General Legal Services 09/19	\$ 2,075.00
Straley Robin Vericker	001938	17567	General Legal Services 09/19	\$ 1,978.10
Thomas M May	001922	TM100119	Board of Supervisors Meeting 10/01/19	\$ 200.00
Thomas May	001928	093019	16 Folding Chairs 09/19	\$ 287.84
Times Publishing Company	001927	0000017004 09/20/19	Acct# 45385 Legal Advertising 09/19	\$ 124.00
Trinity Lutheran Church	001929	100119	Donation for Meeting Room use 10/01/19	\$ 50.00
US Bank	001933	5500894	S2016 Trustee Fees 09/01/19 - 08/31/20	\$ 4,040.63
Withlacoochee River Electric Cooperative, Inc.	001916	1573431 09/19	Area Lighting 09/19	\$ 438.66
Withlacoochee River Electric Cooperative, Inc.	001916	1573432 09/19	Area Lighting 09/19	\$ 3,334.13
Withlacoochee River Electric Cooperative, Inc.	001916	1573433 09/19	12013 Chenwood Avenue - Sign 09/19	\$ 34.73
Withlacoochee River Electric Cooperative, Inc.	001916	2026777 09/19	12414 Southbridge Ter 09/19	\$ 37.40

The Verandahs Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2019 Through October 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Withlacoochee River Electric Cooperative, Inc.	001916	2095489 09/19	12375 Chenwood Ave. - Clubhouse 09/19	\$ 135.78
Yellowstone Landscape	001930	TM 39560	Install New Irrigation Royston & Chenwood 07/19	\$ 2,644.10
Yellowstone Landscape	001930	TM 55617	Irrigation Repair 1 Spray Head & 2 Drip lines 09/19	\$ 75.05
Yellowstone Landscape	001939	TM 57216	Monthly Landscape Maintenance 10/19	\$ 7,740.00
Yellowstone Landscape	001939	TM 59785	Irrigation Replaced 2 Rotor Heads Zone 5,3&2 10/19	\$ 203.10
Yellowstone Landscape	001939	TM 60051	Replace 3 Rotor Heads North end 10/19	\$ 178.30
Report Total				<u>\$ 44,241.62</u>