



Rizzetta & Company

The Verandahs Community Development District

**Board of Supervisors' Meeting
January 7, 2020**

**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 Thomas May Tracy Mayle Allen Adams Sarah Nesheiwat	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.

December 26, 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, January 7, 2020 at 8:00 AM** (immediately following the Audit Review Committee meeting) 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 December 5, 2019 Tab 3
 - B. Consideration of Operations & Maintenance Expenditures for November 2019 Tab 4
 - C. Ratification of Series 2016 Check Requisitions
- 6. OLD BUSINESS ITEMS**
 - A. Update on County Permitting Process
- 7. NEW BUSINESS ITEMS**
 - A. Consideration of Audit Committee Recommendation
 - B. Ratification of Insurance Policy Adjustments Tab 5
 - C. Ratification of Janitorial Services Agreement..... Tab 6
 - D. Consideration of Amenity Staff Debit Card
 - E. Discussion Regarding Storm Drain Clearing..... 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

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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 **Monday, December 3, 2019 at 8:00 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
Thomas May	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 (via phone)
Giacomo Licari	District Engineer; Dewberry
Matt Matos	Account Rep; Yellowstone

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

A. District Counsel

45 Mr. Babbar presented his District Counsel report to the Board.

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47 **i. Consideration of Clubhouse Cleaning Services Agreement**

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49 Mr. Babbar presented the janitorial agreement with Suncoast Cleaning
50 Services to the Board for consideration. Discussion ensued. The Board approved
51 the agreement pending changes regarding the procurement of cleaning supplies.
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On a Motion by Ms. Smith, seconded by Mr. May, with all in favor, the Board of Supervisors approved the janitorial agreement with Suncoast Cleaning Services, pending changes regarding the procurement of cleaning supplies, for The Verandahs Community Development District.

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54 **B. District Engineer**

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56 Mr. Licari presented his District Engineer's report to the Board. Topics
57 discussed included the current permitting process and the soil testing.
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59 **C. Landscape & Irrigation**

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61 Mr. Radcliff presented the latest field inspection report to the Board for
62 review.
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64 **i. Consideration of Landscape Proposal**

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66 Mr. Radcliff presented a proposal for declining African iris replacement to the
67 Board for consideration. Discussion ensued. The Board tabled consideration of the
68 proposal until the meeting scheduled for February 2020.
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70 **D. District Manager**

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72 Mr. Radcliff announced that the next regular meeting is scheduled for
73 January 7, 2020 at 8:00 AM. The Board reviewed the fitness center waiver and
74 incident report forms.
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76 **FOURTH ORDER OF BUSINESS**

Construction Update

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78 Mr. May updated the Board regarding the status of the clubhouse build.
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80 **FIFTH ORDER OF BUSINESS**

**Consideration of Minutes of the
Board of Supervisors' Meeting
Held November 5, 2019**

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84 Mr. Radcliff presented the minutes of the meeting held on November 5, 2019 to
85 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 minutes of the Board of Supervisors' meeting held on November 5, 2019 for The Verandahs Community Development District.

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88 **SIXTH ORDER OF BUSINESS** **Consideration of Operations &**
89 **Maintenance Expenditures for**
90 **October 2019**
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92 Mr. Radcliff presented the October 2019 Operations & Maintenance Expenditures
93 to the Board for ratification.
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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 & Maintenance Expenditures for October 2019 totaling \$44,241.62 for The Verandahs Community Development District.

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96 **SEVENTH ORDER OF BUSINESS** **Update on County Permitting**
97 **Process**
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99 Mr. Licari provided an update for the Board regarding the permitting process.

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101 **EIGHTH ORDER OF BUSINESS** **Consideration of Supervisor**
102 **Resignations**
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104 Mr. Radcliff presented resignations from Board supervisors Sara Henk and Ms.
105 Smith to the Board for consideration.
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On a motion by Mr. Haupt, seconded by Mr. May, with all in favor, the Board of Supervisors accepted the resignations of Board supervisors Sara Henk and Nancy Smith for The Verandahs Community Development District.

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108 **NINTH ORDER OF BUSINESS** **Consideration of New Supervisor**
109 **Appointments**
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111 Mr. Radcliff presented to the Board for consideration two resumes submitted in
112 response to the vacant board seats, from residents Tracy Mayle and Sarah Neshiewat.
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On a motion by Mr. Haupt, seconded by Mr. May, with all in favor, the Board of Supervisors appointed resident Tracy Mayle to serve in Board supervisor seat #1 and resident Sarah Neshiewat to serve in Board supervisor seat #5 for The Verandahs Community Development District.

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TENTH ORDER OF BUSINESS

**Consideration of Resolution
2020-01, Re-designating Officers**

Mr. Radcliff presented Resolution 2020-01 to the Board for consideration. The Board agreed that Mr. Haupt will remain as Chair, Mr. May will serve as Vice Chair, and the remaining supervisors along with Mr. Radcliff will serve as assistant secretaries.

On a motion by Mr. May, seconded by Mr. Haupt, with all in favor, the Board of Supervisors adopted Resolution 2020-01, Re-designating Officers, for The Verandahs Community Development District.

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ELEVENTH ORDER OF BUSINESS

Audience Comments

There were no questions or comments from the audience.

TWELFTH ORDER OF BUSINESS

Supervisor Comments

Mr. May agreed to split the purchase of a blower with the HOA. He also requested that Mr. Radcliff follow up with Waste Management to establish clubhouse trash disposal service.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Haupt, seconded by Mr. May, the Board of Supervisors adjourned the meeting at 9:05 AM 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 November 2019 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from November 1, 2019 through November 30, 2019. This does not include expenditures previously approved by the Board.

The total items being presented: **\$21,290.24**

Approval of Expenditures:

_____Chairperson

_____Vice Chairperson

_____Assistant Secretary

The Verandahs Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2019 Through November 30, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Allen Adams	001952	AA110519	Board of Supervisors Meeting 11/05/19	\$ 200.00
Blue Water Aquatics, Inc.	001953	26023	Aquatic Service 11/19	\$ 1,200.00
Department of Economic Opportunity	001954	74358	Special District Fee FY 19/20	\$ 175.00
Dewberry Engineers Inc.	001944	1637879	Engineering Services 12/18	\$ 637.50
Frontier Communications of Florida	001945	727-856-7773-073119- 5 11/19	727-856-7773-073119-5 11/19	\$ 279.19
High Trim, LLC	001947	2146	Tree Maintenance 11/19	\$ 1,625.00
Illuminations Holiday Lighting, LLC	001957	2021019	Holiday Lighting & Decorations Deposit 11/19	\$ 1,750.00
Mike Fasano, Pasco County Tax Collector	001959	03-25-17-0070-0P100- 0010 11/19	2019 Stormwater Assessment 11/19	\$ 91.20
Nancy J Smith	001961	NS110519	Board of Supervisors Meeting 11/05/19	\$ 200.00
Pasco County Board of County Commissioners	001940	110619	Site Inspection	\$ 900.00
Rizzetta & Company, Inc.	001949	INV0000044461	District Management Fees 11/19	\$ 4,320.33
Rizzetta Technology Services, LLC	001948	INV0000004847	Website & Email Hosting Services 11/19	\$ 100.00
Rust-Off Inc.	001941	23475	Chemicals for Rust Prevention 10/19	\$ 790.00

The Verandahs Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2019 Through November 30, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Sara M Guthrie	001955	SG110519	Board of Supervisors Meeting 11/05/19	\$ 200.00
Securiteam Inc	001950	12587	Quarterly Monitoring 11/19	\$ 150.00
Securiteam Inc	001960	12593	Access Control System Install & LB Magnetic Lock 11/19	\$ 1,103.96
Stanley Haupt	001946	110619	Furniture For Clubhouse 11/19	\$ 3,036.98
Stanley Haupt	001956	SH110519	Board of Supervisors Meeting 11/05/19	\$ 200.00
Thomas M May	001958	TM110519	Board of Supervisors Meeting 11/05/19	\$ 200.00
Times Publishing Company	001942	0000028100 10/24/19	Acct# 45385 Legal Advertising 10/19	\$ 116.80
Trinity Lutheran Church	001962	110519	Donation for Meeting Room use 11/05/19	\$ 50.00
Withlacoochee River Electric Cooperative, Inc.	001943	1573431 10/19	Area Lighting 10/19	\$ 438.66
Withlacoochee River Electric Cooperative, Inc.	001943	1573432 10/19	Area Lighting 10/19	\$ 3,334.13
Withlacoochee River Electric Cooperative, Inc.	001943	1573433 10/19	12013 Chenwood Avenue - Sign 10/19	\$ 34.73
Withlacoochee River Electric Cooperative, Inc.	001943	2026777 10/19	12414 Southbridge Ter 10/19	\$ 37.68

The Verandahs Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2019 Through November 30, 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.	001943	2095489 10/19	12375 Chenwood Ave. - Clubhouse 10/19	\$ <u>119.08</u>
Report Total				\$ <u>21,290.24</u>