



Rizzetta & Company

# The Verandahs Community Development District

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

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

[www.theverandahscdd.org](http://www.theverandahscdd.org)

## **THE VERANDAHS COMMUNITY DEVELOPMENT DISTRICT**

The Verandahs Clubhouse, 12375 Chenwood Ave., Hudson, FL 34669

<b>Board of Supervisors</b>	Stanley Haupt Thomas May Tracy Mayle Allen Adams Sarah Nesheiwat	Chair Vice Chair Asst. Secretary Asst. Secretary Asst. Secretary
<b>District Manager</b>	Bryan Radcliff	Rizzetta & Company, Inc.
<b>District Counsel</b>	Vivek Babbar	Straley Robin & Vericker
<b>District Engineer</b>	Richard Ellis	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.

**THE VERANDAHS COMMUNITY DEVELOPMENT DISTRICT**  
DISTRICT OFFICE • 5844 OLD PASCO ROAD, SUITE 100 • WESLEY CHAPEL, FL 33544  
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June 29, 2020

**Board of Supervisors  
The Verandahs Community  
Development District**

Dear Board Members:

The meeting of the Board of Supervisors of The Verandahs Community Development District will be held on **Tuesday, July 7, 2020 at 8:30 a.m.** to be conducted via media technology per Executive Order 20-69 as extended by Executive Order 20-150. The following is the tentative 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
    - i. Field Inspection & Observation Reports ..... Tab 1
    - ii. Landscaper's Report and Proposals ..... Tab 2
  - D. Clubhouse Manager's Report ..... Tab 3
  - E. District Manager
- 4. BUSINESS ADMINISTRATION**
  - A. Consideration of Minutes of the Board of Supervisors' Meeting held June 2, 2020 ..... Tab 4
  - B. Consideration of Operations & Maintenance Expenditures for May 2020 ..... Tab 5
- 5. BUSINESS ITEMS**
  - A. Consideration of Air Conditioning Proposals ..... Tab 6
  - B. Consideration of Proposals for Blinds and Window Tinting/Film for the Clubhouse ..... Tab 7
  - C. Consideration of Draft Licensing Agreement with the HOA for Security ..... Tab 8
  - D. Discussion Regarding Assessment Notice ..... Tab 9
- 6. AUDIENCE COMMENTS**
- 7. SUPERVISOR REQUESTS**
- 8. 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 1

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 **Tuesday, June 2, 2020 at 6:31 p.m.**, to be conducted by means of communications media technology telephone pursuant to Executive orders 20-52 and 20-69, respectively, and pursuant to Section 120.54(5)(b)2., Florida Statutes.

Present via teleconference and constituting a quorum:

Stanley Haupt	<b>Board Supervisor, Chair</b>
Thomas May	<b>Board Supervisor, Vice Chair</b>
Tracy Mayle	<b>Board Supervisor, Asst. Secretary</b>
Allen Adams	<b>Board Supervisor, Asst. Secretary</b>
Sarah Nesheiwat	<b>Board Supervisor, Asst. Secretary</b>

Also present via teleconference were:

Bryan Radcliff	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Vivek Babbar	<b>District Counsel, Straley, Robin &amp; Vericker</b>
Richard Ellis	<b>District Engineer, Dewberry Engineering</b>
Harry Donovan	<b>Clubhouse Manager</b>
Helen Trude-Fortier	<b>Representative, HOA</b>

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 members present.

45 **THIRD ORDER OF BUSINESS**

Staff Reports

46  
47 **A. District Counsel**

48  
49 No report provided.

50  
51 **B. District Engineer**

52  
53 No report provided.

54  
55 **C. Landscape & Irrigation**

56  
57 **i. Field Inspection & Observation Reports**

58  
59 Mr. Radcliff presented the May field inspection report along with  
60 Yellowstone's Observations. The Board requested a follow-up on some  
61 dead/declining shrubs around the clubhouse. The Board approved the following  
62 proposal:  
63

On a Motion by Mr. May, seconded by Mr. Haupt, with all in favor, the Board of Supervisors approved Yellowstone Landscape's proposal to fill in missing Viburnum hedge around the pool fence area (\$848.00) for The Verandahs Community Development District.

64  
65 **D. Clubhouse Manager**

66  
67 Mr. Donovan presented his May Clubhouse Manager's Report for the Board.

68  
69 The Board requested proposals for blinds and window tinting/film for the  
70 clubhouse.

71  
72 **E. District Manager**

73  
74 Mr. Radcliff announced that the next regular meeting is scheduled for July 7,  
75 2020 at 8:30 a.m. at The Verandahs Clubhouse, located at 12375 Chenwood  
76 Avenue, Hudson, Florida 34669 or via telephonic conference call. He stated that  
77 the Board would be adopting their final budget at their August meeting.

78  
79 Mr. Radcliff stated that there were 912 registered voters in the District as of  
80 April 15, 2020.

81  
82 Mr. Radcliff notified the Board that the following seats were up for the  
83 general election in November:  
84



121

On a Motion by Mr. May, seconded by Mr. Haupt, with all in favor, the Board of Supervisors approved the re-opening of the Clubhouse and Gym with the following conditions: 1 – appropriate signage must be installed, 2 – appropriate cleaning supplies must be available, 3 – the middle treadmill must be made inoperable, 4 – access cards will be adjust to the hours of 7:00 a.m. to 8:00 p.m., 5 – District Counsel needs to draft a licensing agreement with the HOA to share security services for The Verandahs Community Development District.

122  
123 **EIGHTH ORDER OF BUSINESS** **Presentation of Fiscal Year**  
124 **2020/2021 Proposed Budget**

125  
126 Mr. Radcliff presented the fiscal year 2020/2021 proposed budget to the Board. A  
127 discussion ensued regarding the proposed budget.

128  
129 **NINTH ORDER OF BUSINESS** **Consideration of Resolution**  
130 **2020-04, Approving Fiscal Year**  
131 **2020/2021 Proposed Budget and**  
132 **Setting the Public Hearing on the**  
133 **Final Budget**

134  
135 Mr. Radcliff presented Resolution 2020-04, Approving Fiscal Year 2020/2021  
136 Proposed Budget and Setting the Public Hearing on the Final Budget. The Board  
137 requested that the assessment letter be distributed to the Board for review before being  
138 mailed out to the residents.

139  
On a Motion by Mr. May, seconded by Mr. Haupt, with all in favor, the Board of Supervisors approved Resolution 2020-04, Approving Fiscal Year 2020/2021 Proposed Budget (\$442,210.00) and Setting the Public Hearing on the Final Budget (August 4, 2020 at 6:30 p.m.) for The Verandahs Community Development District.

140  
141 **TENTH ORDER OF BUSINESS** **Audience Comments**

142  
143 There were no audience members present to comment.

144  
145 **ELEVENTH ORDER OF BUSINESS** **Supervisor Requests**

146  
147 Mr. May requested proposals for the Clubhouse A/C be included on the next  
148 meeting agenda.

149  
150 Ms. Mayle commented on the waste management contract.

151  
152



153 **TWELFTH ORDER OF BUSINESS**

**Adjournment**

154

On a Motion by Mr. May, seconded by Mr. Haupt with all in favor, the Board of Supervisors adjourned the meeting at 7:28 p.m. for The Verandahs Community Development District.

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Assistant Secretary

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Chair / Vice Chair

DRAFT

Tab 2

# The Verandahs Community Development District

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

## Operations and Maintenance Expenditures May 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from May 1, 2020 through May 31, 2020. This does not include expenditures previously approved by the Board.

The total items being presented:    **\$42,171.24**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

# The Verandahs Community Development District

## Paid Operation & Maintenance Expenditures

May 1, 2020 Through May 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Allen Adams	002095	AA050520	Board of Supervisors Meeting 05/05/20	\$ 200.00
Blue Water Aquatics, Inc.	002096	26609	Aquatic Service 04/20	\$ 1,200.00
Blue Water Aquatics, Inc.	002112	26641	Aquatic Service 06/20	\$ 1,200.00
Blue Water Aquatics, Inc.	002112	26705	Aquatic Service 05/20	\$ 1,200.00
Crestmark Vendor Finance	002108	71695	Lease 193024-VF000 05/20	\$ 323.75
Dax S Mansur	002094	67890-Deposit	Removal Illegal Dumping 05/20	\$ 1,948.75
Dax S Mansur	002113	20209	Removal Illegal Dumping 05/20	\$ 5,845.75
Dewberry Engineers Inc.	002109	1828770	Engineering Services 04/20	\$ 190.00
Digital South Communications, Inc.	002097	592389	Checkmate Voice Solutions 05/20	\$ 40.09
Frontier Communications of Florida	002098	727-856-7773-073119-5 05/20	Clubhouse Internet & TV 05/20	\$ 278.68
High Trim, LLC	002100	2486	Tree Maintenance 05/20	\$ 1,625.00
High Trim, LLC	002100	2487	Cut Down Dead Pine Tree 05/20	\$ 2,525.00
Pasco County Property Appraiser	002104	040120	Non-Ad Valorem Annual Fees FY 20/21	\$ 150.00
Rizzetta & Company, Inc.	002092	INV0000049237	District Management Fees 05/20	\$ 4,320.33
Rizzetta Amenity Services, Inc.	002110	INV00000000007507	Actual Bi-Weekly Payroll 05/20	\$ 1,023.33
Rizzetta Amenity Services, Inc.	002114	INV00000000007538	Out of Pocket Expenses 04/20	\$ 78.05

# The Verandahs Community Development District

## Paid Operation & Maintenance Expenditures

May 1, 2020 Through May 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta Technology Services, LLC	002091	INV0000005770	Website Hosting Services 05/20	\$ 100.00
Rust-Off Inc.	002115	25781	Chemicals for Rust Prevention 04/20	\$ 790.00
Sarah Nesheiwat	002103	SN050520	Board of Supervisors Meeting 05/05/20	\$ 200.00
Securiteam Inc	002116	13149	Quarterly Monitoring 05/20	\$ 150.00
Stanley Haupt	002099	SH050520	Board of Supervisors Meeting 05/05/20	\$ 200.00
Staples	002117	3438036770	Club House Supplies 02/20	\$ 102.96
Staples	002117	3438827468	Club House Supplies 02/20	\$ 124.17
Staples	002117	3438827470	Club House Supplies/ KCUP Coffee 02/20	\$ 11.23
Staples	002117	3444977908	Club House Supplies 04/20	\$ 91.29
Staples	002117	3444977910	Club House Supplies 04/20	\$ 107.23
Straley Robin Vericker	002105	18308	General Legal Services 04/20	\$ 302.95
Suncoast Sparkling Cleaning Service Inc	002106	212	Clubhouse Cleaning 04/20	\$ 525.00
Thomas M May	002101	TM050520	Board of Supervisors Meeting 05/05/20	\$ 200.00
Thomas May	002107	050620	Purchase Signs And Cameras For District 05/20	\$ 161.37
Times Publishing Company	002118	0000078148 04/26/20	Acct# 45385 Legal Advertising 04/20	\$ 252.50

# The Verandahs Community Development District

## Paid Operation & Maintenance Expenditures

May 1, 2020 Through May 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Tracy E. Mayle	002102	TM-050520	Board of Supervisors Meeting 05/05/20	\$ 200.00
Verandahs CDD	CD015	CD015	Debit Card Replenishment	\$ 97.46
Waste Management Inc. of Florida	002111	0534367-1568-3	Waste Removal Clubhouse 06/01/2020-08/31/20	\$ 50.43
Withlacoochee River Electric Cooperative, Inc.	002093	10365384 04/20	Summary Billing 04/20	\$ 3,869.77
Yellowstone Landscape	002119	TM 106293	Monthly Landscape Maintenance 05/20	\$ 7,740.00
Yellowstone Landscape	002119	TM 112575	Install Jasmine Fill On Chenwood 05/20	\$ 1,058.00
Yellowstone Landscape	002119	TM 112576	Valve Replacement 05/20	\$ 351.65
Yellowstone Landscape	002119	TM 113683	Install African Iris And Monument Fill in 05/20	\$ 2,855.00
Yellowstone Landscape	002119	TM 113684	Install Mammy Croton Fill On Chenwood 05/20	\$ 481.50
<b>Report Total</b>				<b><u>\$ 42,171.24</u></b>