

**MINUTES OF MEETING
VERANDAH WEST
COMMUNITY DEVELOPMENT DISTRICT**

A Regular Meeting of the Verandah West Community Development District's Board of Supervisors was held on **Wednesday, January 14, 2015 at 1:30 p.m.**, at the **Verandah Sales Office, 11571 Verandah Blvd., Ft. Myers, Florida 33905.**

Present and constituting a quorum were:

Jeffrey Jordan (<i>via telephone</i>)	Chair
Susie McIntyre	Supervisor-Elect
Donald Newman	Assistant Secretary
Douglas Sinnard	Assistant Secretary
Paul Zampiceni	Supervisor-Elect

Also present were:

Chuck Adams	District Manager
Cleo Crismond	Assistant Regional Manager
Dave Robson	District Engineer
Alyssa Cameron (<i>via telephone</i>)	Hopping Green & Sams

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 1:30 p.m., and noted, for the record, that Supervisors McIntyre, Newman, Sinnard and Zampiceni were present, in person. Supervisor Jordan was attending via telephone.

On MOTION by Mr. Sinnard and seconded by Mr. Newman, with all in favor, authorizing Mr. Jordan's attendance and full participation, via telephone, due to exceptional circumstances, was approved.

SECOND ORDER OF BUSINESS

Public Comments [3 minutes per person]

There being no members of the public present, the next item followed.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Newly Elected Supervisors, Incumbents Susie McIntyre [Seat 2] and Paul Zampiceni [Seat 4] (*the following to be provided in a separate package*)

Mr. Adams, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Ms. McIntyre and Mr. Zampiceni.

Mr. Adams indicated that, since Ms. McIntyre and Mr. Zampiceni were incumbents, he would forego the disclosure of the following documents:

- A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. Membership, Obligations and Responsibilities**
- C. Financial Disclosure Forms**
 - i. Form 1: Statement of Financial Interests**
 - ii. Form 1X: Amendment to Form 1, Statement of Financial Interests**
 - iii. Form 1F: Final Statement of Financial Interests**
- D. Form 8B, Memorandum of Voting Conflict**

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2015-1, Electing the Officers of the District

Mr. Adams advised that, following an election or appointment, the Board is required to consider its slate of officers. The Board may choose to reorganize or retain the existing slate of officers. Mr. Adams indicated that, currently, Mr. Jordan serves as Chair, Ms. McIntyre serves as Vice Chair, the remainder of the Board serves as Assistant Secretaries, he serves as Secretary and Mr. Wrathell serves as Treasurer and Assistant Secretary.

Mr. Adams requested nominations.

Mr. Zampiceni nominated the existing slate of officers. No other nominations were made.

On MOTION by Mr. Zampiceni and seconded by Ms. McIntyre, with all in favor, Resolution 2015-1, Electing the Officers of the District, as nominated, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2015-2, Relating to the Amendment of the Annual Budget for the Fiscal Year Beginning October 1, 2013 and Ending September 30, 2014

Mr. Adams presented Resolution 2015-2 for the Board’s consideration. He referred to “Professional & admin” and explained that the amendment is to roll money out of fund balance to offset the “Legal” and “Engineering” appropriations. Mr. Adams recalled additional activities involving District Counsel and the District Engineer, which are hourly rate professionals, related to the transfer of the stormwater management permit to the District, the transfer of the mitigation permit for the LaBelle Ranch to the Districts and their involvement in the disclosure review and investigation and self reporting, resulting in additional hours/costs. “Contingencies” were increased by \$10,000 to cover any unforeseen adjustments to the journal entries during the audit process.

Mr. Adams advised that the largest exceeded appropriation was under “Water management”, “Capital outlay: lake bank erosion”. He recalled that the Board approved the use of fund balance to address lake bank erosion repairs in the Verandah West CDD and a portion of the Verandah East CDD, for approximately \$210,000. Fund balance will be utilized to offset those repairs.

Mr. Adams stated that, with the budget amendment, the District will avoid a note in the audit indicating that budget appropriations were exceeded.

On MOTION by Mr. Zampiceni and seconded by Mr. Sinnard, with all in favor, Resolution 2015-2, Relating to the Amendment of the Annual Budget for the Fiscal Year Beginning October 1, 2013 and Ending September 30, 2014, was adopted.

SIXTH ORDER OF BUSINESS

Approval of August 13, 2014 Public Hearing and Regular Meeting Minutes

Mr. Adams presented the August 13, 2014 Public Hearing and Regular Meeting Minutes and asked for any additions, deletions or corrections.

On MOTION by Mr. Newman seconded by Ms. McIntyre, with all in favor, the August 13, 2014 Public Hearing and Regular Meeting Minutes, as presented, were approved.

SEVENTH ORDER OF BUSINESS**Other Business**

Mr. Zampiceni reported that 20 to 22 French drains in Idlewild always appear to be clogged and he asked where the drains lead. Mr. Adams advised that French drains bleed into the ground; yard drains, which are common, may have underground pipe work typically leading to a CDD lake. Mr. Zampiceni noted that the drains were recently cleaned. After confirming that Mr. Zampiceni was referring to yard drains, when asked who is responsible for them, Mr. Adams explained that yard drains are not the CDD's responsibility; they are typically owned by individual homeowners or the neighborhood association. Mr. Adams indicated that water becomes the District's responsibility when it reaches the lakes.

EIGHTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

There being no report, the next item followed.

B. Engineer

With regard to Lake P-4, Mr. Robson reported that, in Hammock Creek, along the flow way, someone used plywood to block the 1' slot in the concrete control structure that the lake drains out of, which would have raised the water level in the lake by about 1' during the rainy season. Mr. Robson removed the wood.

Ms. Crismond reported that several residents sprayed portions of wetlands abutting their homes, which is illegal. This resulted in several restoration projects, about one month ago. The residents were placed on notice that they will be assessed for damages if this occurs again. Ms. Crismond asked the Board Members to report any such activities to her. She advised that Mr. Paul Martin, of the Verandah East CDD, will address this issue in the newsletter.

C. Manager**i. Approval of Unaudited Financial Statements as of November 30, 2014**

Mr. Adams presented the Unaudited Financial Statements as of November 30, 2014. He advised that October was the first month of the fiscal year and many accruals were received. On

Page 2, he noted that the percentages were prorations of annual lump sum billings. “Insurance”, at 91%, was a one-time annual premium payment for general liability and directors and officers coverage. The “Annual district filing fee”, at 100%, was also a one-time expense. Assessment collections were at 19%, at the end of November; however, more may have been received since that time.

ii. NEXT MEETING DATE: March 13, 2015 at 1:30 P.M.

Mr. Adams clarified that the next meeting will be held on May 13, 2015 at 1:30 p.m., at this location. The agenda will include the Fiscal Year 2014 audit and the Fiscal Year 2016 draft budget.

NINTH ORDER OF BUSINESS

Supervisors’ Requests

There being no Supervisors’ requests, the next item followed.

TENTH ORDER OF BUSINESS

Adjournment

There being no further business to discuss, the meeting adjourned.

**On MOTION by Mr. Sinnard and seconded by Mr. Newman,
with all in favor, the meeting adjourned at 1:53 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair