

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

A Regular Meeting of the Verandah East Community Development District's Board of Supervisors was held on Wednesday, January 10, 2018 at 1:00 p.m., at the Verandah Sales Office, 11571 Verandah Blvd., Ft. Myers, Florida 33905.

Present and constituting a quorum were:

Paul Martin	Chair
Nikolai Kerpchar	Assistant Secretary
Steve Benson	Assistant Secretary
David Moore	Assistant Secretary

Also present were:

Chuck Adams	District Manager
Cleo Adams	Assistant Regional Manager
Robert Rebey	Wrathell, Hunt and Associates, LLC
Alyssa Willson (<i>via telephone</i>)	District Counsel
Dave Robson	District Engineer
Mallory Clancy	Johnson Engineering, Inc.

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 1:00 p.m. Supervisors Martin, Kerpchar, Benson and Moore were present, in person. Supervisor Langhout was not present.

SECOND ORDER OF BUSINESS

Public Comments [3 minutes per person]

There being no public comments, the next item followed.

THIRD ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of November 30, 2017

Mr. Adams presented the Unaudited Financial Statements as of November 30, 2017. Assessment revenue collections were at 21% and expenditures were at 16%. Several one-time

annual costs were booked in the first quarter, the largest amount being insurance. Because of recent refinancing, only a small balance remained in the Capital Projects Fund.

FOURTH ORDER OF BUSINESS

Approval of October 11, 2017 Regular Meeting Minutes

Mr. Adams presented the October 11, 2017 Regular Meeting Minutes and asked for any additions, deletions or corrections. The following changes were made:

Lines 52: Insert “The lakes were not lowered due to the lack of Environmental Resources Management (ERM)/SFWMD approval until days out and well after the contractors had evacuated.” After “(SFWMD).”

Lines 52 through 54: Starting with “not”, delete remainder of sentence

A Board Member suggested adding “obtaining SFWMD’s approval to lower the lakes”, to the existing Hurricane Preparedness Plan, should this occur again.

On MOTION by Mr. Kerpchar and seconded by Mr. Martin, with all in favor, the October 11, 2017 Regular Meeting Minutes, as amended, were approved.

FIFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Ms. Willson stated her firm was monitoring the current legislative session and would provide updates of any bills that could affect the District.

B. District Engineer

There being no report, the next item followed.

C. District Manager

i. NEXT MEETING DATE: May 9, 2018 at 1:00 P.M.

- **Acceptance of Audited Financial Report for Fiscal Year 2017**
- **Approval of Proposed Budget for Fiscal Year 2018/2019**

Mr. Adams stated that the next meeting will be held on May 9, 2018 at 1:00 p.m., at this location. The two items noted above would be presented at the next meeting. Mrs. Adams would advertise a Request for Proposals (RFP) for the Lake and Wetland Contract, since it

expires in May; she anticipates presenting the bids at the next meeting. In response to whether more requisitions were expected between now and May, Mr. Martin replied no, the next is scheduled during the fourth quarter.

SIXTH ORDER OF BUSINESS

Supervisors' Requests

Mr. Kerpchar asked if there were any guidelines with regard to the number of attendances that are required by Supervisors. Mr. Adams replied no; he was not aware of any statutes regarding the required frequency of attendance by a Supervisor at meetings. Ms. Willson was not aware of anything specific in law regarding frequency of attendance. Mr. Adams stated the Board can come up with a resolution, in the future, if continued absences create an issue with the CDD not being able to call a meeting or absences prohibit the District from conducting business.

Mr. Kerpchar stated, in his research of this issue, he found relevant language noted in the District's Board of Supervisor's Guide to Relevant State Laws, dated March 2017, under General Information, Membership, Obligations and Responsibilities, under the conclusion section. He voiced his concern of a specific Supervisor missing one year's worth of meetings and asked if the CDD was precluded from adopting policy; specifically, Board Members missing three consecutive meetings. Mr. Adams suggested District Counsel research this further. Discussion ensued affirming that, to date, the CDD has no record of not being able to secure a quorum or conduct the people's business. A Board Member was concerned whether the homeowners were properly represented. Mr. Adams stated if the CDD was not be able to conduct business because it could not secure a quorum that would be the opportunity for the Board to address this particular Board Member about their continual absences. Mr. Adams was uncertain whether the Board or the Governor was responsible for taking action in removing and appointing a replacement and asked Ms. Willson and Mr. Johnson to include this in their research. The findings should be emailed to him for dissemination to the Board.

A Board Member suggested to get more participation, qualifying residents should sit on the Board. Mr. Adams stated the CDD was in a transition period from a Landowner-elected Board to a Board elected through the General Election process. The May agenda would include a public announcement regarding the two Landowner-elected Seats coming up for the General Election in November. In response to a question of whether the upcoming sale of plots to Neal Communities would influence the Seats, Mr. Adams replied no and explained that the CDD was

transitioning into General Elections; two of the three Landowners' Seats are scheduled to be in the upcoming November General Election and the remaining Seat is scheduled for 2020. Seats 2 and 1, held by Mr. Langhout and Mr. Martin, respectively, would be up for General Election and Seat 4, held by Mr. Benson would be in the 2020 General Election.

In response to the potential of Mr. Benson, who holds Seat 4, relocating out of the area, Mr. Adams explained that, once the Board receives his resignation, the remaining Board would appoint a replacement and, because he holds a Landowner-elected Seat, the only requirement of the newly appointed Supervisor would be to be a United States citizen, residing in Florida.

Mr. Moore asked if the lots being transitioned to Neal Communities would change the way the CDD is paid, in relation to whether the lots were platted lots versus acreage. A Board Member stated not necessarily platted; a Developer can elect to make annual payments, instead of being on the tax roll, which would save the CDD money by not having to pay fees to have the assessments on the tax roll. Neal Communities will be responsible for their purchase of approximately 94 platted lots, which are being placed on the tax roll. Payments for the three unplatted parcels remaining in Verandah East will be made by the CDD, in the same format as before. Mr. Moore stated he understood the intent was to transition over the remaining three lots once the development is completed.

Mr. Moore requested that the District Engineer prepare a package containing procedural instructions that the Management Company could follow, in advance of a hurricane. Discussion ensued regarding requesting additional information be added to the package, such as including all information the CDD received from SFWMD and their criteria list, identifying key locations where pumps should be set up and identifying any bridge that goes out so that all the information is then marked on the GIS mapping system and posted on the CDD's website. Mr. Adams will forward these requests to the District Engineer and ask that it be compiled into a one-page document.

A Board Member recalled a past experience at another company wherein, in the event of a called storm, and immediately following them receiving approval from the State, arrangements were made for pumps to be delivered, installed and operational and suggested they do the same. Discussion ensued regarding whether a contractor would already have pumps or if they would be rented, selecting a contractor capable of completing the project at the last minute and within a short time frame.

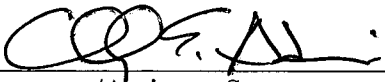
SEVENTH ORDER OF BUSINESS

Adjournment

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

**On MOTION by Mr. Martin and seconded by Mr. Moore,
with all in favor, the meeting adjourned at 1:20 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair