

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

The Board of Supervisors of the Verandah West Community Development District held a Regular Meeting on May 12, 2021 at 1:30 p.m., at the Verandah Sales Office, 11571 Verandah Boulevard, Fort Myers, Florida 33905.

Present were:

Jeffrey Jordan	Chair
Susie McIntyre	Vice Chair
Paul Zampiceni	Assistant Secretary
Gerald Baldwin (via telephone)	Assistant Secretary
Lorie St. Lawrence	Assistant Secretary

Also present were:

Chuck Adams (via telephone)	District Manager
Cleo Adams	Assistant District Manager
Alyssa Willson (via telephone)	District Counsel
Brent Burford	District Engineer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mrs. Adams called the meeting to order at 1:31 p.m. Supervisors Jordan, McIntyre, Zampiceni and Ms. Lorie St. Lawrence, who was being appointed during the meeting, were present, in person. Supervisor Baldwin was attending via telephone.

SECOND ORDER OF BUSINESS

Public Comments [3 minutes per person]

There being no public comments, the next item followed.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Newly Elected Supervisor, Lorie St. Lawrence [SEAT 3] *(the following to be provided in a separate package)*

Mrs. Adams, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Ms. St. Lawrence. She provided and briefly explained the following items:

- 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**

Ms. Willson stated public records law requires the parties to obtain all District items for transmission to the District Manager for their safekeeping and any notes taken during meetings are for a Supervisor’s personal use and are not subject to public records requirements.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2021-02, Approving Proposed Budgets for FY2021/2022 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date

Mrs. Adams presented Resolution 2021-02.

On MOTION by Mr. Jordan and seconded by Mr. Zampiceni, with all in favor, Resolution 2021-02, Approving Proposed Budgets for FY2021/2022 and Setting a Public Hearing Thereon Pursuant to Florida Law for August 11, 2021 at 1:30 p.m., at the Verandah Sales Office, 11571 Verandah Boulevard, Fort Myers, Florida 33905; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2021-03, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year

2021/2022 and Providing for an Effective Date

Mrs. Adams presented Resolution 2021-03.

On MOTION by Mr. Jordan and seconded by Ms. St. Lawrence, with all in favor, Resolution 2021-03, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022 and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of SOLitude Lake Management Second Year Option - Agreement for Lake & Wetland Maintenance

Mrs. Adams presented the SOLitude Lake Management (SOLitude) Second Year Option Agreement for Lake & Wetland Maintenance. Lake A-1 was recently transferred to the CDD for maintenance and SOLitude blended it into its current budget with no increase. Mrs. Adams identified Lake A-1 on an area map. Asked if there are algae in the ponds, Mrs. Adams replied no but Lake A-1 was recently treated for Thalia and Bullrush, for \$350.

On MOTION by Mr. Zampiceni and seconded by Ms. McIntyre, with all in favor, the SOLitude Lake Management Second Year Option - Agreement for Lake & Wetland Maintenance, was approved.

SEVENTH ORDER OF BUSINESS

Discussion: Lake A-1 Transfer to O&M

Mr. Burford stated that, according to the South Florida Water Management District (SFWMD) website, Lake A-1 has yet to be certified and transferred to the CDD for operation and maintenance (O&M). The certification would likely be performed by Barraco & Associates and, once completed, he could assist in processing the paperwork for the O&M transfer. He suggested that District Staff verify with SFWMD Staff which items still need to be completed. Mrs. Adams would coordinate with the SFWMD.

EIGHTH ORDER OF BUSINESS

**Discussion: Facilities Maintenance
Assignment Agreement with Master HOA**

Mrs. Adams stated this item was included at the request of Verandah East CDD (VECDD) Board Member Mr. David Moore.

Mr. Adams explained that the Facilities Maintenance Assignment Agreement between the CDD and the Master HOA is typically put in place early in the development of a community. The Agreement enables the HOA to manage certain facilities for the CDD, such as perimeter landscaping, to prevent duplication of services.

Mr. Adams stated he reviewed the files but did not locate the Agreement that formalizes the HOA's management of certain CDD facilities for either this CDD or the Verandah East CDD (VECDD) for the past 20 years. He asked the Board to authorize Staff to prepare a Facilities Maintenance Assignment Agreement with the Master HOA to submit for the HOA's consideration and approval.

On MOTION by Mr. Jordan and seconded by Ms. McIntyre, with all in favor, authorizing District Staff to prepare a Facilities Maintenance Assignment Agreement with the Master HOA, was approved.

Mr. Adams stated the Agreement would be prepared and presented to the Board.

NINTH ORDER OF BUSINESS

**Acceptance of Unaudited Financial
Statements as of March 31, 2021**

Mrs. Adams presented the Unaudited Financial Statements as of March 31, 2021. In response to a question, Mrs. Adams stated the "Contingencies" line item was related to bank charges and miscellaneous expenses. The financials were accepted.

TENTH ORDER OF BUSINESS

**Approval of January 13, 2021 Regular
Meeting Minutes**

Mrs. Adams presented the January 13, 2021 Regular Meeting Minutes.

On MOTION by Mr. Jordan and seconded by Ms. St. Lawrence, with all in favor, the January 13, 2021 Regular Meeting Minutes, as presented, were approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Hopping Green & Sams, P.A.*

There being no report, the next item followed.

B. District Engineer: *Johnson Engineering, Inc.*

There being no report, the next item followed.

C. District Manager: *Wrathell, Hunt & Associates, LLC*

I. 937 Registered Voters in District as of April 15, 2021

There were 937 registered voters residing within the District as of April 15, 2021.

II. NEXT MEETING DATE: August 11, 2021, *immediately following the adjournment of the Verandah East CDD meeting at 1:00 P.M.*

○ **QUORUM CHECK**

All Supervisors confirmed their attendance at the August 11, 2021 meeting.

TWELFTH ORDER OF BUSINESS

Supervisors' Requests

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

THIRTEENTH ORDER OF BUSINESS

Adjournment

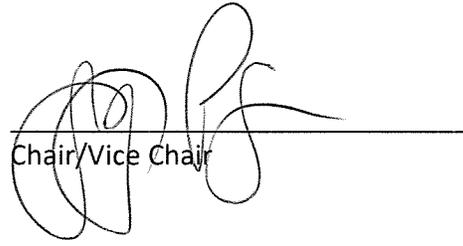
There being no further business to discuss, the meeting adjourned.

On MOTION by Ms. McIntyre and seconded by Mr. Jordan, with all in favor, the meeting adjourned at 1:47 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair