

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

The Board of Supervisors of the Verandah West Community Development District held a Regular Meeting on October 13, 2021 at 1:30 p.m., at the offices of the Verandah Community Association, Inc., 11390 Palm Beach Boulevard, Fort Myers, Florida 33905.

**Present were:**

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

**Also present were:**

Chuck Adams (via telephone)	District Manager
Cleo Adams	Assistant District Manager
Shane Willis	Operations Manager
Alyssa Willson	District Counsel
Brent Burford	District Engineer
Susan Shields	VCA Board Member
Lynn Dietrich	VCA General Manager

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mrs. Adams called the meeting to order at 1:55 p.m. All Supervisors were present, in person.

**SECOND ORDER OF BUSINESS**

**Public Comments [3 minutes per person]**

Resident and VCA Board Member, Susan Shields, asked to voice her opinion on the conveyance documents when Item 3B is discussed.

**THIRD ORDER OF BUSINESS**

**Continued Discussion: CDD Ownership and Maintenance of Property**

**A. Consideration of Agreement Between the Verandah West Community Development District and Verandah Community Association, Inc., for Facility Management, Operation and Maintenance Services**

Ms. Willson stated Staff had been coordinating with the Verandah Community Association, Inc. (VCA), the Developer and the Verandah East CDD (VECDD) on the various maintenance responsibilities that need to be included in the Agreement and, given that the community is so multifaceted, more time is needed to complete the document. She stated that it appears as if the Golf Club will need to be engaged and included in the Agreement to ensure that everything is described appropriately and parceled out. The Form of Agreement would likely be presented at the January meeting.

**B. Consideration of Conveyance Documents**

- I. Bill of Sale - Winding River**
- II. Release of License Agreement**
- III. Special Warranty Deed to CDD (Royal Palm)**
- IV. Special Warranty Deed to CDD (Winding River, Parcel 102)**
- V. Bill of Sale - Royal Palm**

Ms. Wilson stated the Developer recently forwarded the conveyance documents. The VECDD Board had several questions and were advised that this item would be tabled to the January meeting. Mrs. Adams confirmed that the conveyance documents were being deferred to the next meeting for the Verandah West CDD (VWCDD) as well.

Ms. Shields apprised Mr. Burford of two areas that are in the name of Verandah Development and have not been conveyed. Ms. Willson stated Staff coordinated with the Developer to identify items that were incorrectly listed on LIFA as being owned by the wrong entity, as well as others that were listed as owned by the Developer but were previously conveyed.

**FOURTH ORDER OF BUSINESS**

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

Mrs. Adams presented the Unaudited Financial Statements as of August 31, 2021. The financials were accepted.

**FIFTH ORDER OF BUSINESS**

**Approval of August 11, 2021 Public Hearing and Regular Meeting Minutes**

Mrs. Adams presented the August 11, 2021 Public Hearing and Regular Meeting Minutes.

**On MOTION by Mr. Baldwin and seconded by Mr. Jordan, with all in favor, the August 11, 2021 Public Hearing and Regular Meeting Minutes, as presented, were approved.**

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

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

Ms. Willson reported the following:

- As of 10:00 a.m. this morning, Hopping Green & Sams, P.A. (HGS) ceased business and her practice group of 11 attorneys have joined the firm Kutak Rock LLP.
- Kutak Rock LLC is a national law firm specializing in governmental and public finance and Special Districts. The former HGS group would be opening the first Kutak Rock office in Florida.
- If the Board is amenable to the transition, the rates would remain the same.
- A transition letter and fee agreement are being drafted.
- To avoid any disruption in service, it would be necessary for the Board to authorize execution of the letter by the Chair and Mrs. Adams in between meetings, with ratification at the January meeting.
- The new contact information would be circulated to the Board.

**On MOTION by Mr. Zampiceni and seconded by Mr. Jordan, with all in favor, engagement of Kutak Rock LLP and authorizing the Chair and Mrs. Adams to execute documents transferring District Counsel Services representation from HGS to Kutak Rock LLC, was approved.**

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

- **Consideration of Rate Increase**

Mr. Burford presented the Rate Schedule and noted that the last rate increase was in 2006. Asked for the amount of increase, Mr. Burford stated his rate would increase an additional \$15 per hour.

**On MOTION by Mr. Jordan and seconded by Ms. McIntyre, with all in favor, the rate increase and fee Schedule, effective July 13, 2021, was approved.**

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

- **NEXT MEETING DATE: January 12, 2022, immediately following the adjournment of the Verandah East CDD meeting at 1:00 P.M.**
  - **QUORUM CHECK**

All Supervisors confirmed their attendance at the January 12, 2022 meeting.

Mrs. Adams stated that the VECDD Board requested allocation of one hour for its January meeting and asked if the VWCDD Board was amenable to a 2:00 p.m. start time. The Board agreed to commencing its meeting at 2:00 p.m.

**SEVENTH ORDER OF BUSINESS**

**Supervisors' Requests**

Ms. St. Lawrence asked if the Maintenance Agreement would be more detailed as to what is being transferred or assigned. Ms. Willson stated Staff is working on adding more detail, including maps, and there would likely be one more party added to the Maintenance Agreement.

**EIGHTH ORDER OF BUSINESS**

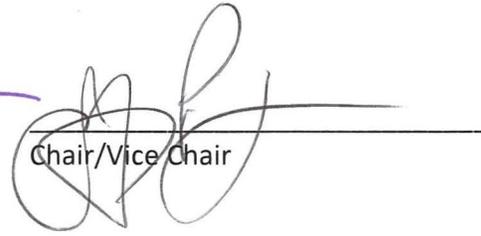
**Adjournment**

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

**On MOTION by Mr. Zampiceni and seconded by Mr. Jordan, with all in favor, the meeting adjourned at 2:09 p.m.**



Secretary/Assistant Secretary



Chair/Vice Chair