

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

The Board of Supervisors of the Verandah East Community Development District held a Regular Meeting on May 10, 2023 at 1:00 p.m., at 11390 Palm Beach Blvd., First Floor, Fort Myers, Florida 33905.

Present were:

Richard (Denny) Shields, Jr.	Vice Chair
Christine Jaross	Assistant Secretary
John Sample	Assistant Secretary
Jacqueline Voiles	Assistant Secretary

Also present were:

Chuck Adams (via telephone)	District Manager
Cleo Adams	District Manager
Shane Willis	Operations Manager
Alyssa Willson (via telephone)	District Counsel
Brent Burford	District Engineer
Andy Nott	Superior Waterway Services, Inc.
George Bowling	Crosscreek Environmental, Inc.
Susan Shields	Resident/VCA Board Member

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mrs. Adams called the meeting to order at 1:00 p.m.

Supervisors Shields, Voiles, Jaross and Sample were present. Supervisor Moore was not present.

SECOND ORDER OF BUSINESS

Public Comments (3 minutes per person)

There were no public comments.

THIRD ORDER OF BUSINESS

Consideration of Award of Contract – Lake and Wetland Maintenance

Mrs. Adams presented the responses to the Lake and Wetland Maintenance Request for Proposals (RFP) in her May 10, 2023 memorandum. She discussed the existing vendor, SOLitude Lake Management’s staffing issues and underwhelming performance. She noted her preference is Crosscreek Environmental, followed by Superior Waterways.

Discussion ensued regarding an Agreement holding the CDD responsible for trimming of vegetation adjacent to CDD walls and fences that are adjacent to conservation or preserve areas.

The Board and Staff conversed about re-inspecting those areas, Mr. Willis participating in a recent inspection at Buckingham, the existing Buffer Plan requiring control of invasive vegetation and plantings per linear feet, phasing the project and budgeting accordingly.

Crosscreek Representative Mr. George Bowling gave an overview of his professional experience and Crosscreek’s experiences and responded to questions about staffing.

Ms. Willson suggested approval in substantial form as new statutory provisions need to be incorporated into the vendor contract.

On MOTION by Mr. Sample and seconded by Ms. Voiles, with all in favor, awarding the Lake and Wetland Maintenance contract to Crosscreek Environmental, and a vendor contract, in substantial form and subject to Ms. Willson’s review of the final agreement, was approved.

FOURTH ORDER OF BUSINESS

Discussion/Consideration of M.R.I. Inspection, LLC, Proposals

- A. Estimate #3876 2023 Interconnect Inspection**
- B. Estimate #3890 ROV Control Structure Inspection**

Mrs. Adams presented M.R.I. Inspection LLC (MRI) proposals of approximately \$12,000 to inspect the control structures and interconnecting pipe structures, which Mr. Moore requested this at the last meeting. She suggested deferring the project to the fall and budget it

at that time; she is not concerned about flooding as the CDD modified a control structure in 2018, due to an isolated flood at that time.

Mrs. Adams provided options to schedule projects on a rotation basis or every three years, in order to build up fund balance or increase assessments for Fiscal Year 2024. These ongoing preventative maintenance costs will be shared with the Verandah West CDD.

Mrs. Adams will add this as a new line item on the proposed Fiscal Year 2024 budget.

This item was tabled.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2023-04, Relating to the Amendment of the Annual Budget for the Fiscal Year Beginning October 1, 2021 and Ending September 30, 2022; and Providing for an Effective Date

Mr. Adams presented Resolution 2023-04. This is necessary because of exceeding appropriations and to avoid a finding in the annual audit. The year in Section 2 will be corrected to state "2022". He responded to questions regarding filing with the State and issuing a compliance certificate.

Ms. Voiles pointed out the Verandah East and West CDD "Water management" combined figures do not match up. Mr. Adams thinks it might be a link issue with the individual pages back to the combined budgets and suggested approving the Amendment to Verandah East CDD's budget while Staff corrects the links for the combined budget.

Mr. Sample asked why off-roll assessments are designated to the Verandah West CDD when most of the construction is happening in the Verandah East CDD. Mr. Adams stated that the golf course maintenance facility is in the Verandah West CDD.

On MOTION by Mr. Sample and seconded by Ms. Voiles, with all in favor, Resolution 2023-04, as amended, Relating to the Amendment of the Annual Budget for the Fiscal Year Beginning October 1, 2021 and Ending September 30, 2022; and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2023-05, Approving Proposed Budgets for Fiscal Year 2023/2024 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 2023-05.

Discussion ensued in adding the new MRI line item, keeping assessment levels unchanged, 25% of budget being considered a sufficient reserve amount, factoring inflation costs, age of the CDD, funding for emergencies, whether to build fund balance and increase assessments now to avoid a short fall or to do it in the future and investing opportunities.

The Board consensus was to wait until next year to determine if Fiscal Year 2024 was budgeted appropriately and, if not, consider increasing assessments to build fund balance to proceed with preventative maintenance projects.

On MOTION by Mr. Sample and seconded by Ms. Jaross, with all in favor, Resolution 2023-05, Approving Proposed Budgets for Fiscal Year 2023/2024 and Setting a Public Hearing Thereon Pursuant to Florida Law for August 9, 2023 at 1:00 p.m., at 11390 Palm Beach Blvd., First Floor, Fort Myers, Florida 33905; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2023-06, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date

On MOTION by Mr. Sample and seconded by Ms. Jaross, with all in favor, Resolution 2023-06, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Cedar Hammock Plat

Ms. Willson stated that the County is requiring the CDD to execute the plat, due to the CDD’s interest in the existing property. She deemed it in good form and similar to other plats. The CDD does not have any zoning authority; the Board is just authorizing the Chair to sign onto the plat due to having an Easement Agreement in place.

Asked if the plat changes any of the roles, responsibilities or obligations of the CDD, Ms. Willson replied affirmatively.

Mr. Sample declared a conflict of interest and will abstain from voting on this matter based on him owning the property. Ms. Willson will send Mr. Sample the Form 8B Conflict of Interest form to complete and submit to Management for recordkeeping.

On MOTION by Ms. Voiles and seconded by Ms. Jaross, with Ms. Voiles, Ms. Jaross and Mr. Shields in favor and Mr. Sample abstaining due to a conflict of interest, authorizing the Chair to execute the Cedar Hammock Plat, was approved. [Motion passed 3-0]

NINTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of March 31, 2023

Mrs. Adams distributed the March 31, 2023 Financial Highlights Report.

The financials were accepted.

TENTH ORDER OF BUSINESS

Approval of January 11, 2023 Regular Meeting Minutes

On MOTION by Mr. Sample and seconded by Ms. Voiles, with all in favor, the January 11, 2023 Regular Meeting Minutes, as presented, were approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

Ms. Willson stated she provided Mrs. Adams with an updated Easement Agreement to have executed in place of the one approved at the last meeting, as minor adjustments were made.

Ms. Willson discussed recently approved legislation, pending the Governor’s signature, that, effective January 1, 2024, will require Special District Board Members to attend annual four-hour ethics training sessions. She will provide additional guidance at the next meeting as to whether this pertains to Certified Public Accountants, since it is already required of them.

B. District Engineer: Johnson Engineering, Inc.

There was no report.

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

- **917 Registered Voters in District as of April 15, 2023**
- **NEXT MEETING DATE: August 9, 2023 at 1:00 PM**
 - **QUORUM CHECK**

Mr. Shields and Ms. Jaross confirmed their in-person attendance at the August 9, 2023 meeting. Mr. Sample is unsure. Ms. Voiles will be out of town but offered to fly back if needed to establish a quorum.

TWELFTH ORDER OF BUSINESS

Supervisors’ Requests

There were no Supervisors requests.

Continuation of Agenda Item 11C

Mrs. Adams advised that MRI will commence inspection of six drainage structures on May 17, 2023 and, at Mr. Burford’s recommendation, the four interconnecting pipes from Lake 83 to Lake 82, for \$980, which will be split between the two CDDs.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Jaross and seconded by Ms. Voiles, with all in favor, the meeting adjourned at 2:05 p.m.



Secretary/Assistant Secretary



Chair/Vice Chair