

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

The Board of Supervisors of the Verandah West Community Development District held a Public Hearing and Regular Meeting on August 9, 2023 at 2:00 p.m., at 11390 Palm Beach Blvd., First Floor, Fort Myers, Florida 33905.

Present were:

Jeffrey Jordan	Chair
Susie McIntyre (via telephone)	Vice Chair
Paul Zampiceni	Assistant Secretary
Gerald Baldwin	Assistant Secretary
Lorie St. Lawrence (via telephone)	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 (via telephone)	District Engineer
Raquel McIntosh (via telephone)	Grau & Associates
Susan Shields	Resident/VCA Board Member

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mrs. Adams called the meeting to order at 2:00 p.m.

Supervisors Jordan, Zampiceni and Baldwin were present. Supervisors McIntyre and St. Lawrence attended via telephone.

SECOND ORDER OF BUSINESS

Public Comments (3 minutes per person)

Ms. Shields reserved her comments for later in the meeting.

THIRD ORDER OF BUSINESS

Presentation of Audited Financial Report for the Fiscal Year Ended September 30, 2022, Prepared by Grau & Associates

Ms. McIntosh presented the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2022. There were no findings, recommendations, irregularities or instances of noncompliance; it was an unmodified opinion, otherwise known as a clean audit.

Discussion ensued regarding a lawsuit.

Mr. Adams stated a fall occurred on a sidewalk on an easement held by the Golf Course. He noted that mediation in the case is scheduled to occur in January.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2023-06, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2022

Mrs. Adams presented Resolution 2023-06.

On MOTION by Mr. Jordan and seconded by Mr. Zampiceni, with all in favor, Resolution 2023-06, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2022, was adopted.

FIFTH ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2023/2024 Budget

A. Proof/Affidavit of Publication

The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2023-07, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2023, and Ending September 30, 2024; Authorizing Budget Amendments; and Providing an Effective Date

Mrs. Adams presented Resolution 2023-07. She reviewed the proposed Fiscal Year 2024 budget, highlighting any line item increases, decreases and adjustments, compared to the Fiscal Year 2023 budget, and explained the reasons for any changes. She presented the Unaudited

Financials and discussed the effects on projected fund balance with three months remaining in Fiscal Year 2023. She recalled the Board’s desire to keep assessments flat year-over-year, with the expectation that assessments will increase in Fiscal Year 2025 to pay for interconnecting pipe inspections and cleanings, an expense shared by both CDDs; remaining funds will be used to build up fund balance.

The Public Hearing was opened.

No members of the public spoke.

The Public Hearing was closed.

On MOTION by Mr. Baldwin and seconded by Mr. Jordan, with all in favor, Resolution 2023-07, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2023, and Ending September 30, 2024; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2023-08, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2023/2024; Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date

Mrs. Adams presented Resolution 2023-08. This is the Assessment Levying Resolution that takes into consideration the budget that was just adopted and the assessment levels contained therein which outlines the amount of benefit that each product type will receive, directs Staff to prepare a lien roll and transmit the on-roll lien roll to the Tax Collector for placement of the assessments on the property tax bill and sets forth a direct bill schedule for off-roll assessments.

On MOTION by Mr. Jordan and seconded by Mr. Zampiceni, with all in favor, Resolution 2023-08, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2023/2024; Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Continued Discussion/Update: Notice of Violation – The Verandah Club Reimbursement Request Conservation C-

Mrs. Adams stated a Second Notice was sent to The Club in May regarding the \$19,000 reimbursement owed to the CDD to replace items erroneously removed from conservation areas. She emailed again last week and received word that The Club has a new manager.

A Board Member shared that control of The Club was turned over to Kolter Hospitality.

Mrs. Adams noted that the Second Notice and the backup documentation was sent to The Club on May 10, 2023.

EIGHTH ORDER OF BUSINESS

Discussion: MRI ROV Inspection Report and Proposal

Mrs. Adams presented the Verandah East CDD (VECDD) MRI ROV Inspection Report and Proposal for interconnecting pipes related to an easement agreement with the Golf Club. The ROV showed that no pipes are broken; however, some lines require cleaning. She was asked to request a proposal for Line A-2, which is a 24” pipe that has 75% blockage.

NINTH ORDER OF BUSINESS

Consideration of Amendment No. 01 to the District Management Services Agreement for Lien Roll Services

Mrs. Adams stated Ms. Alice Carlson, of AJC Associates, who currently prepares the lien roll, is retiring. District Management has a staff of about 12 who prepare Assessment Methodologies and Lien Rolls and perform related services; Management proposes to seamlessly assume performing the same services at the same fee. She presented a revised

version of the Agreement, which mirrors the current Agreement with AJC Associates; the correct contract amount is \$13,495.

On MOTION by Mr. Jordan and seconded by Mr. Zampiceni, with all in favor, the First Amendment to the District Management Services Agreement for Lien Roll Services, as amended, was approved.

Mr. Adams stated, with regard to the need for Estoppel letters, a link will be provided on the CDD website and District Management’s Treasury Department will be quick to provide information and assistance.

TENTH ORDER OF BUSINESS

Consideration of Bill of Sale

Ms. Willson stated, with regard to an inquiry at the last meeting, Staff reviewed this tract that was still showing in the Developer’s name on the Property Appraiser’s website. It was determined that the conservation and stormwater tract was meant to be conveyed to the CDD but, due to an oversight, the tract that has been maintained by the CDD was not conveyed at the appropriate time.

Ms. Shields thanked Ms. Willson for addressing this. She noted that, because it was in the Developer’s name, there was a Deed of Conservation Easement from 2006 and it was her hope that it was being properly maintained.

On MOTION by Mr. Jordan and seconded by Mr. Zampiceni, with all in favor, the Bill of Sale for the Tract “C-1” Verandah Unit 9 plat, was approved.

ELEVENTH ORDER OF BUSINESS

Consideration of Special Warranty Deed [Verandah Unit 9]

Ms. Willson presented the Fee Simple Special Warranty Deed.

On MOTION by Mr. Zampiceni and seconded by Mr. Jordan, with all in favor, the Special Warranty Deed, was approved.

TWELFTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of June 30, 2023

This item was discussed in conjunction with the Fifth Order of Business.

Mrs. Adams stated that she will research the “Insurance” line item, which was at 48% of budget.

The financials were accepted.

THIRTEENTH ORDER OF BUSINESS

Approval of May 10, 2023 Regular Meeting Minutes

Mrs. Adams presented the May 10, 2023 Regular Meeting Minutes.

On MOTION by Mr. Jordan and seconded by Mr. Zampiceni, with all in favor, the May 10, 2023 Regular Meeting Minutes, as presented, were approved.

FOURTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

There was no report.

B. District Engineer: Johnson Engineering, Inc.

There was no report.

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

- **NEXT MEETING DATE: October 11, 2023 at 1:00 PM**
 - **QUORUM CHECK**

Supervisors Jordan, St. Lawrence, Zampiceni and Baldwin confirmed their in-person attendance at the October 11, 2023 meeting.

FIFTEENTH ORDER OF BUSINESS

Supervisors’ Requests

Mr. Zampiceni stated a VECDD resident recently posted that CDD approval is needed to remove alligators from the lakes; he asked if that is true. Mrs. Adams stated that is not true.

SIXTEENTH ORDER OF BUSINESS

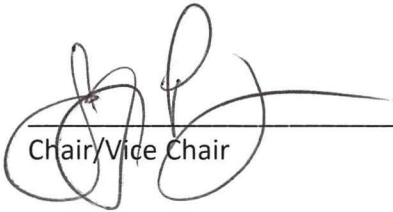
Adjournment

On MOTION by Mr. Baldwin and seconded by Mr. Zampiceni, with all in favor, the meeting adjourned at 2:30 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair