

**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 11, 2023 at 2:00 p.m., at 11390 Palm Beach Blvd., First Floor, Fort Myers, Florida 33905.

Present were:

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

Also present:

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 St. Lawrence were present. Supervisor Baldwin attended via telephone. Supervisor McIntyre was not present.

SECOND ORDER OF BUSINESS

Public Comments (3 minutes per person)

There were no public comments.

THIRD ORDER OF BUSINESS

Discussion: MRI Inspection, LLC Estimate #4277 for Cleaning A-2 Line

- **Map**
- **Report**

Mrs. Adams presented MRI Inspection, LLC Estimate #4277 to clean line A-2 in the amount of \$8,800. Referencing the enclosed map, she pinpointed the clogged area and stated that the Verandah East CDD Board decided to schedule the work for right before the rainy season, as the pipe is 75% blocked, and to build up the fund balance. Regarding the shared cost, Mrs. Adams stated the split is Verandah East CDD is 44.13 % and Verandah West CDD is 55.87%.

On MOTION by Mr. Jordan and seconded by Mr. Zampiceni, with all in favor, the MRI Inspection, LLC Estimate #4277 to clean the A-2 Line, in a not to exceed amount of \$8,800, was approved.

FOURTH ORDER OF BUSINESS

Continued Discussion/Consideration of Johnson Engineering, Inc. Revised Lake Maintenance Plan

Mrs. Adams recalled that, at the last meeting, the Board approved the Johnson Engineering, Inc. Revised Lake Maintenance Plan and there were additional revisions.

Mr. Burford stated the previous document did not include the actual plan, which is outlined on Page 2 of the Lake Maintenance Plan. Asked to confirm that the Maintenance Plan is codifying what the CDD is already doing and not an additional responsibility, Mr. Burford stated that is correct.

On MOTION by Mr. Jordan and seconded by Ms. St. Lawrence, with all in favor, the Johnson Engineering, Inc., Revised Lake Maintenance Plan, was approved.

FIFTH ORDER OF BUSINESS

Continued Discussion/Update: Notice of Violation – The Verandah Club Reimbursement Request Conservation C-1

Mrs. Adams stated District Counsel included a request for approval for a demand letter to be sent to the Verandah Club for an outstanding payment of \$19,140; the CDD has given them a significant amount of time to respond.

Ms. Willson recommends sending The Club a demand letter requesting full payment of the \$19,140, within 30 days, and preserving the CDD’s right to take appropriate legal action, if necessary.

Regarding replanting services, Ms. Willson stated that The Club asked for the opportunity to replant the area themselves. The letter provides that, since the cost of the service is \$13,729, the CDD will give The Club the opportunity to complete the replanting to the CDD’s satisfaction within 60 days but, if it is not to the CDD’s satisfaction, the CDD can undertake the services and bill The Club the \$13,729. If the Club decides to pursue its own replanting, Staff recommends that requiring The Club to enter into a license agreement with the CDD that will govern how The Club conducts the repairs and to ensure that the CDD is listed as an additional insured.

- **Consideration of License Agreement Regarding Wetland Repairs with the Club**

On MOTION by Mr. Zampiceni and seconded by Mr. Jordan, with all in favor, authorizing Staff to transmit the Demand Letter to the Verandah Club requesting full payment of \$19,140 and authorizing the Chair to execute, was approved.

On MOTION by Mr. Jordan and seconded by Mr. Zampiceni, with all in favor, the License Agreement with The Club for Wetland Repairs and authorizing the Chair to execute, was approved.

SIXTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of August 31, 2023

Mrs. Adams presented the Unaudited Financial Statements as of August 31, 2023.

Discussion ensued regarding the “Postage” line item and the shared cost of this item with the Verandah East CDD.

The Board consensus was to continue receiving agenda packets via FedEx.

The financials were accepted.

SEVENTH ORDER OF BUSINESS

Approval of August 9, 2023 Public Hearing and Regular Meeting Minutes

Mrs. Adams presented the August 9, 2023 Public Hearing and Regular Meeting Minutes.

On MOTION by Mr. Jordan and seconded by Mr. Zampiceni, with all in favor, the August 9, 2023 Public Hearing and Regular Meeting Minutes, as presented, were approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

Ms. Willson stated work on the Memorandum on the requirements that were imposed on Special Districts in the last Legislative session is underway. The Commission on Ethics is updating its website, which will contain ethics training materials available at no charge. The Memorandum should be ready by the January meeting.

B. District Engineer: Johnson Engineering, Inc.

There was no report.

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

- **NEXT MEETING DATE: January 10, 2024 at 2:00 PM**
 - **QUORUM CHECK**

Supervisors Jordan, St. Lawrence, Zampiceni and Baldwin confirmed their in-person attendance at the January 10, 2024 meeting.

NINTH ORDER OF BUSINESS

Supervisors' Requests

There were no Supervisors' requests.

TENTH ORDER OF BUSINESS

Adjournment

**On MOTION by Mr. Jordan and seconded by Mr. Zampiceni, with all in favor,
the meeting adjourned at 2:20 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair