

**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 8, 2024 at 1:00 p.m., at 11390 Palm Beach Blvd., First Floor, Fort Myers, Florida 33905.

Present were:

David Moore	Chair
Richard (Denny) Shields, Jr. (via telephone)	Vice Chair
Christine Jaross	Assistant Secretary
John Sample (via telephone)	Assistant Secretary
Jacqueline Voiles	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
Mark Zordan (via telephone)	Johnson Engineering Inc.
Brenda Radford (via telephone)	MRI Inspection, LLC
Susan Shields	Resident/VCA Board Member
Michelle Boose	VCA Community Manager
Keith Haas	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 Moore, Jaross and Voiles were present in person. Supervisors Shields and Sample attended via telephone.

SECOND ORDER OF BUSINESS

Public Comments (3 minutes per person)

Resident and VCA Board Member Susan Shields introduced Ms. Michelle Boose, the new Community Manager, and Mr. Keith Hass, who will become the next Chair of the Property Infrastructure Committee, reporting to the Board of Directors.

THIRD ORDER OF BUSINESS

**Consideration of Johnson Engineering, Inc.
New Rate Schedule**

Mrs. Adams presented the Johnson Engineering, Inc. (JEI) New Rate Schedule, which went into effect September 6, 2023. There is an approximate 10% increase from the previous Rate Schedule.

Asked for their individual professional engineering levels, Mr. Zordan and Mr. Burford each replied that they were at Level 4.

Asked about the average rate increase per year, over a five-year period, Mr. Burford stated JEI went without increases for several years. He stated that JEI prepared a report outlining the history of rate increases for another CDD that JEI services; he can provide the information to the District Management for presentation at the next meeting.

On MOTION by Mr. Moore and seconded by Ms. Voiles, with all in favor, the Johnson Engineering, Inc. New Rate Schedule, effective September 6, 2023, was approved.

FOURTH ORDER OF BUSINESS

**Consideration of MRI Inspection, LLC
Proposals for 2024 Cleaning of Storm
Structures**

Mrs. Adams presented the MRI Inspection, LLC Proposals for 2024 Cleaning of Storm Structures. MRI and JEI recommend cleaning those with 25% or more blockage, which is standard.

Discussion ensued regarding the Inspection Report, the percentage of blockage cleaning options, clogged pipes, the trees, a three-year cleaning rotation recommendation, the proposal costs, a funding source, the Fiscal Year 2025 budget, a \$56 Operation and Maintenance (O&M) assessment increase and the mailed notices to property owners.

The consensus was to proceed with cleaning out all the structures with 25% or more blockage.

Mr. Shields will draft a brief explanation for the assessment increase to be included in the mailed notices.

On MOTION by Mr. Moore and seconded by Ms. Jaross, with all in favor, proceeding with cleaning all pipes and structures that have 25% or more of fill/debris, per the MRI Inspection, LLC Proposals for 2024 Cleaning of Storm Structures, in the 2025 Fiscal Year budget cycle, was approved.

Ms. Radford left the call.

FIFTH ORDER OF BUSINESS

Discussion/Consideration of Crosscreek Environmental, Inc. Second Year Renewal Option for Lake and Wetland Maintenance Services

Mrs. Adams presented the Crosscreek Environmental, Inc. Second Year Renewal Option for Lake and Wetland Maintenance Services.

In response to a question, Mrs. Adams stated the total is \$124,064; there were no increases and that includes \$1,800 of the wall maintenance specific to the Verandah East CDD.

On MOTION by Mr. Moore and seconded by Ms. Voiles, with all in favor, the Crosscreek Environmental, Inc. Second Year Renewal Option for Lake and Wetland Maintenance Services, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2024-04, Relating to the Amendment of the Annual Budget for the Fiscal Year Beginning October 1, 2022 and Ending September 30, 2023; and Providing for an Effective Date

Mrs. Adams presented Resolution 2024-04 and read the title. She reviewed the amended Fiscal Year 2023 budget and stated this is necessary to cover financial shortfalls and avoid a finding in the annual audit.

In response to Mr. Shields’ question regarding the amended fund balance, Mr. Adams explained that the starting entry is off by \$3, there is a rounding issue in the formula in the excel spreadsheet and he will have the Accounting Department look into it.

On MOTION by Mr. Moore and seconded by Ms. Voiles, with all in favor, Resolution 2024-04, Relating to the Amendment of the Annual Budget for the Fiscal Year Beginning October 1, 2022 and Ending September 30, 2023; and Providing for an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2024-02, Approving a Proposed Budget for Fiscal Year 2024/2025 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 2024-02. She reviewed the proposed Fiscal Year 2025 budget, highlighting any line item increases, decreases and adjustments, compared to the Fiscal Year 2024 budget, and explained the reasons for any changes.

Discussion ensued regarding the budget, the “Engineering” and “Legal” line items, the special assessment, possible pushback from homeowners and the debt service.

A Board Member voiced their opinion that this is about residents’ future liability and insurance.

On MOTION by Mr. Moore and seconded by Ms. Jaross, with all in favor, Resolution 2024-02, Approving a Proposed Budget for Fiscal Year 2024/2025 and Setting a Public Hearing Thereon Pursuant to Florida Law for August 14, 2024 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.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2024-03, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date

Mrs. Adams presented Resolution 2024-03.

On MOTION by Mr. Moore and seconded by Ms. Voiles, with all in favor, Resolution 2024-03, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Discussion: Permit Transfer - Legal Access to LaBelle Ranch Mitigation Area in Hendry County

- **Field Inspection Report**

Mrs. Adams presented a letter from JEI regarding the June 14, 2023 Insufficient Documentation Permit Transfer; Verandah, Permit No. 36-04314, dated March 3, 2014.

Ms. Willson stated Staff reviewed the history and background on this matter. This was included as part of the overall project, as off-site mitigation necessary to carry out the Capital Improvement Plan (CIP) that was included in the bond documents. It appears that the permit was transferred over to the Verandah West CDD, as an operating entity, with additional documentation stating that both CDDs are to share in any ongoing maintenance requirements and that all the initial work was completed. The CDD does appear to have a few ongoing O&M obligations to ensure that the nuisance vegetation is under a certain threshold and that obligation would continue even though the underlying fee simple ownership was transferred, pursuant to the CDD's Maintenance Agreement and Access Easement for that area.

Discussion ensued regarding land ownership, the maintenance phase, the permit requirement, the conservation easement and the South Florida Water Management District (SFWMD).

Mr. Sample asked if the fiduciary responsibility of the taxpayers of the CDD was met at the time of the transfer. Ms. Willson replied affirmatively and stated that it is not uncommon for a CDD to have an off-site mitigation requirement.

TENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of March 31, 2024

The financials were accepted.

ELEVENTH ORDER OF BUSINESS

Approval of January 10, 2024 Regular Meeting Minutes

Mrs. Adams presented the January 10, 2024 Regular Meeting Minutes.

On MOTION by Ms. Voiles and seconded by Ms. Jaross, with all in favor, the January 10, 2024 Regular Meeting Minutes, as presented, were approved.

TWELFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

- **Required Ethics Training**

The Ethics Training Requirement Memorandum and Form 1 filing information were included for informational purposes.

A Board Member stated he received an email requiring him to register to complete the ethics training.

B. District Engineer: Johnson Engineering, Inc.

There was no report.

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

- **District Manager's Report**

The May 8, 2024 Manager’s Report was included for informational purposes.

- **997 Registered Voters in District as of April 15, 2024**
- **NEXT MEETING DATE: August 14, 2024 at 1:00 PM**
 - **QUORUM CHECK**

Supervisors Shields, Voiles, Sample and Moore confirmed their in-person attendance at the August 14, 2024 meeting. Supervisor Jaross will be absent.

THIRTEENTH ORDER OF BUSINESS

Supervisors’ Requests

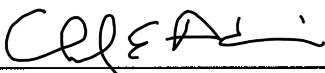
There were no Supervisor requests.

FOURTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Moore and seconded by Ms. Voiles, with all in favor, the meeting adjourned at 2:00 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair