

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

The Board of Supervisors of the Verandah West Community Development District held a Regular Meeting on May 8, 2024 at 2:00 p.m., at 11390 Palm Beach Blvd., First Floor, Fort Myers, Florida 33905.

Present were:

Jeffrey Jordan	Chair
Susie McIntyre	Vice Chair
Paul Zampiceni	Assistant Secretary
Gerald Baldwin	Assistant Secretary
Edward Faynor	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. (JEI)
Brenda Radford (via telephone)	MRI Inspection, LLC

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mrs. Adams called the meeting to order at 2:08 p.m.

All Supervisors were present.

SECOND ORDER OF BUSINESS

Public Comments (3 minutes per person)

There were no public comments.

THIRD ORDER OF BUSINESS

**Consideration of Resolution 2024-01,
Electing and Removing Officers of the
District and Providing for an Effective Date**

Mrs. Adams presented Resolution 2024-01. The following slate was nominated:

- | | |
|----------------|---------------------|
| Jeffrey Jordan | Chair |
| Susie McIntyre | Vice Chair |
| Paul Zampiceni | Assistant Secretary |
| Gerald Baldwin | Assistant Secretary |
| Edward Faynor | Assistant Secretary |

No other nominations were made.

The Resolution removes the following from the Board:

- | | |
|--------------------|---------------------|
| Lorie St. Lawrence | Assistant Secretary |
|--------------------|---------------------|

The following prior appointments by the Board remain unaffected by the Resolution:

- | | |
|----------------|---------------------|
| Cleo Adams | Assistant Secretary |
| Craig Wrathell | Assistant Secretary |
| Craig Wrathell | Treasurer |
| Jeff Pinder | Assistant Treasurer |

<p>On MOTION by Mr. Baldwin and seconded by Mr. Zampiceni, with all in favor, Resolution 2024-01, Electing, as nominated, and Removing Officers of the District, as nominated, and Providing for an Effective Date, was adopted.</p>

FOURTH ORDER OF BUSINESS

Consideration of Johnson Engineering, Inc. New Rate Schedule

Mrs. Adams presented the Johnson Engineering, Inc. New Rate Schedule, which went into effect September 6, 2023. There is an approximate 10% increase in the rates.

<p>On MOTION by Mr. Zampiceni and seconded by Mr. Jordan, with all in favor, the Johnson Engineering, Inc. New Rate Schedule, effective September 6, 2023, was approved.</p>

FIFTH 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. She recalled previous discussions wherein the Board directed Staff to have the pipes inspected. She stated that the Verandah East CDD Board approved cleaning pipes and structures with 25% or more blockage. She advised that a \$200 assessment increase is necessary in order to maintain the storm structures.

Mr. Burford stated it is standard practice to clean out any pipes with 25% or more blockage, based on the pipe diameter.

Discussion ensued regarding the pipes highlighted in yellow on the Inspection Report, the \$200 assessment increase and the interconnect pipes.

On MOTION by Mr. Zampiceni and seconded by Mr. Baldwin, with all in favor, proceeding with cleaning all pipes and structures that have 25% or more fill/debris, per the MRI Inspection, LLC Proposals for 2024 Cleaning of Storm Structures, was approved.

SIXTH ORDER OF BUSINESS

Consideration of MRI Construction, Inc. Proposal #462 for Lake H12 Lake Bank Restoration

Mrs. Adams presented MRI Construction, Inc. Proposal #462 for Lake H-12 Lake Bank Restoration, in the amount of \$118,683. She discussed the scope of work, the proposed Fiscal Year 2025 budget, littoral plantings, utilizing unassigned fund balance, the GIS map, the assessment increase and the need for an explanation memo to property owners.

On MOTION by Mr. Baldwin and seconded by Ms. McIntyre, with all in favor, MRI Construction, Inc. Proposal #462 for Lake H-12 Lake Bank Restoration, in the amount of \$118,683, was approved.

SEVENTH 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. The Verandah West CDD total is \$122,264.

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

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2024-05, 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 2024-05 and read the title. She reviewed the amended budget for Fiscal Year 2023 and explained that this is necessary to avoid a finding in the annual audit.

On MOTION by Mr. Jordan and seconded by Mr. Faynor, with all in favor, Resolution 2024-05, 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.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2024-03, 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 2024-03. 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.

Mrs. Adams stated it would be helpful if the Board Chair drafts a brief cover letter for the Mailed Notice explaining the reason for the assessment increase.

On MOTION by Mr. Baldwin and seconded by Mr. Zampiceni, with all in favor, Resolution 2024-03, Approving a Proposed Budget for Fiscal Year 2024/2025 and Setting a Public Hearing Thereon Pursuant to Florida Law for August 14, 2024 at 2:00 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.

TENTH ORDER OF BUSINESS

Consideration of Resolution 2024-04, 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 2024-04.

On MOTION by Mr. Jordan and seconded by Ms. McIntyre, with all in favor, Resolution 2024-04, 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.

ELEVENTH 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, 2013 Insufficient Documentation Permit Transfer; Verandah, Permit No. 36-04314, dated March 3, 2014.

Ms. Willson stated this item was discussed in the Verandah East CDD meeting earlier today. District Staff researched the files and the off-site mitigation was listed in all the bond documents and the Capital Improvement Plan (CIP) for both CDDs. The permit for that area was transferred from the South Florida Water Management District (SFWMD) to the Verandah West

CDD as the long-term operator. Under that permit, the Verandah East CDD shares in that responsibility and there was additional documentation noting that the District has access to the property, via an Access and Maintenance Easement to perform any of the minimal tasks required under the permit. All the initial work was done by the Developer.

The Board and Staff discussed the mitigation property and the CDD’s responsibility to maintain the land.

Mrs. Adams stated this item will be removed from future agendas.

TWELFTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of March 31, 2024

Mrs. Adams presented the Unaudited Financial Statements as of March 31, 2024.

The financials were accepted.

THIRTEENTH ORDER OF BUSINESS

Approval of January 10, 2024 Regular Meeting Minutes

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

On MOTION by Mr. Jordan and seconded by Mr. Faynor, with all in favor, the January 10, 2024 Regular Meeting Minutes, as presented, were approved.

FOURTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

- **Required Ethics Training**

This item was included for informational purposes.

- **Update: C-1 Wetland Repairs with the Club**

Mrs. Adams stated that the SFWMD certified that the conservation area is in compliance; the Club installed plantings and must reimburse the CDD, in the amount of \$6,830. JEI will be asked to produce a revised change order for this.

B. District Engineer: Johnson Engineering, Inc.

Mrs. Adams introduced Mr. Mark Zordan, who will eventually replace Mr. Burford.

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

- **District Manager’s Report**

This item was included for informational purposes.

- **1,014 Registered Voters in District as of April 15, 2024**

- **NEXT MEETING DATE: August 14, 2024 at 2:00 PM**

- **QUORUM CHECK**

All Supervisors confirmed their in-person attendance at the August 14, 2024 meeting.

FIFTEENTH ORDER OF BUSINESS

Supervisors’ Requests

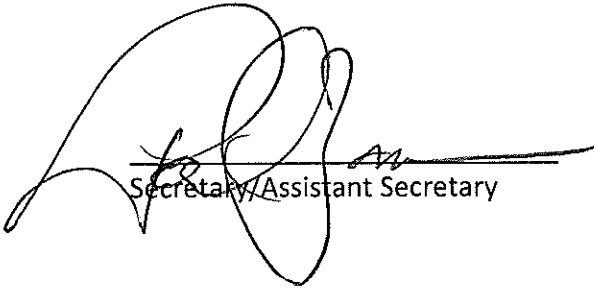
A Board Member asked about term expirations. Mrs. Adams stated Seats 1, 3 and 5, currently held by Supervisors Jordan, Faynor and Baldwin, will be up for election at the November 2024 General Election. The candidate qualifying period is from noon, June 10, 2024 to noon, June 14, 2024.

SIXTEENTH ORDER OF BUSINESS

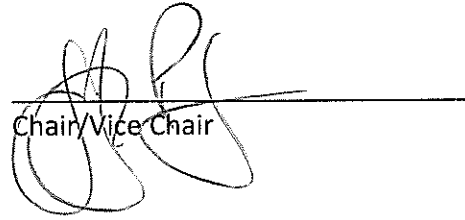
Adjournment

On MOTION by Mr. Jordan and seconded by Ms. McIntyre, with all in favor, the meeting adjourned at 2:42 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair