

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

The Board of Supervisors of the Verandah East Community Development District held Public Hearings and a Regular Meeting on August 14, 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.	Vice Chair
Christine Jaross	Assistant Secretary
John Sample	Assistant Secretary
Jacqueline Voiles	Assistant Secretary

**Also present:**

Cleo Adams	District Manager
Shane Willis	Operations Manager
Alyssa Willson (via telephone)	District Counsel
Mark Zordan (via telephone)	District Engineer
Ben Steets (via telephone)	Grau & Associates
Ian Shaffer	Resident/VCA Board President
Dennis Gayle	Resident
Dale Steiner	Resident
Adam Scale	Resident
Mike Lipinski	Resident

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mrs. Adams called the meeting to order at 1:00 p.m. All Supervisors were present.

**SECOND ORDER OF BUSINESS**

**Public Comments (3 minutes per person)**

Resident and VCA Board President Ian Shaffer stated that the Verandah Community Association (VCA) does not own any bridges, boardwalks or sidewalks on CDD property and there are no agreements in place, wherein the VCA would be maintaining any of that property.

He noted that there is one maintenance agreement in place, which is to take care of the perimeter fencing.

Resident Dennis Gayle voiced concern about concrete trucks dumping construction waste and other debris in the preserves, near his home, and that Brazilian pepper, an invasive species, started growing there. Mrs. Adams stated the conservation area is maintained twice per year, as required by the South Florida Water Management District. (SFWMD). Staff will follow up on the construction debris.

Resident Dale Steiner asked about the current bond expiration date, the assessment increase, the public notice and Florida Statute. Mr. Moore stated, under the Florida Law that created CDDs, special assessments can be levied and the required public notice was mailed to announce the assessment increase. The special assessments facilitate bond payments and the operations and maintenance (O&M) on an ongoing basis. Mrs. Adams stated the bond will eventually be paid off in full but homeowners can pay off their share of the bond assessment anytime they want.

**THIRD ORDER OF BUSINESS**

**Presentation of Audited Financial Report for the Fiscal Year Ended September 30, 2023, Prepared by Grau & Associates**

Mr. Steets presented the Audited Financial Report for the Fiscal Year Ended September 30, 2023. There were no findings, recommendations, deficiencies on internal control or instances of non-compliance; it was a clean audit.

Mr. Steets highlighted the pertinent information in the Audit, including the Independent Auditor’s Report, Management Discussion and Analysis, Financial Statements, Notes to the Financial Statements, Schedule of Revenues, data elements required by Florida Statutes and the Management Letter.

Mr. Sample asked if it is possible, going forward, to receive the audit sooner. Mrs. Adams stated that can be accomplished; she will advise Grau & Associates to ensure it is received earlier than the August Board meeting next year.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-05, Hereby Accepting the Audited Financial**

**Report for the Fiscal Year Ended  
September 30, 2023**

Mrs. Adams presented Resolution 2024-05.

**On MOTION by Mr. Moore and seconded by Mr. Sample, with all in favor, Resolution 2024-05, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2023, was approved.**

**FIFTH ORDER OF BUSINESS**

**Presentation: Johnson Engineering, Inc.,  
History of Rate Increases**

Mrs. Adams presented the Johnson Engineering, Inc., (JEI) History of Rate Increases that was requested at the last meeting. Mr. Moore stated the current rate increase probably brings JEI up to the going rate, after many years of no rate increases. He does not expect to see this continuing, especially as the inflation rate is dropping.

**SIXTH ORDER OF BUSINESS**

**Public Hearing on Adoption of Fiscal Year  
2024/2025 Budget**

**A. Proof/Affidavit of Publication**

The affidavit of publication was included for informational purposes.

**B. Consideration of Resolution 2024-06, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date**

Mrs. Adams presented Resolution 2024-04.

A Board Member suggested adding a footnote to the Fiscal Year 2025 budget explaining the meaning of shared expenses and unshared costs, to help homeowners better understand.

Mrs. Adams reviewed the proposed Fiscal Year 2025 budget and responded to questions regarding the insurance payment.

Mr. Sample commented that, as the community draws closer to completion, the infrastructure is aging; he thinks the condition of the storm drains and roads needs to be addressed. Mrs. Adams stated the CDD is responsible for all the interconnecting pipes and has

yet to establish a maintenance schedule for them because, thus far, the Board’s goal was to not increase assessments. The Board realizes that the pipes must be maintained and the question is whether to maintain them on an annual basis or not.

Discussion ensued regarding lake maintenance, the easement, shared expenses with Verandah West CDD (VWCDD) and maintenance fees.

**On MOTION by Mr. Moore and seconded by Mr. Sample, with all in favor, the Public Hearing was opened.**

A resident asked about the dividing line between the Verandah East CDD (VECDD) and VWCDD. Mr. Willis referenced the GIS map and pointed to the dividing line.

Asked for an example of shared versus unshared expenses between the VECDD and the VWCDD, Mrs. Adams stated the only items not shared with the VWCDD are the ongoing maintenance for the perimeter fence wall, as well as lake bank restoration.

Resident Mike Lipinski reported that some people are littering the road side storm drains and asked if the CDD is responsible for that maintenance. Mrs. Adams stated the VCA is responsible.

Resident Adam Scale asked if a reserve study was done to determine the life span of the pipes. Mrs. Adams stated a reserve study has not been done; however, the pipes are certified for at least 100 years.

Regarding the reserves, Mr. Moore stated the CDD is a governmental authority, so it only keeps a small unassigned fund balance for emergencies but the CDD has avenues to acquire funds quickly, unlike the HOA.

**On MOTION by Mr. Sample and seconded by Mr. Moore, with all in favor, the Public Hearing was closed.**

**On MOTION by Mr. Moore and seconded by Ms. Voiles, with all in favor, Resolution 2024-06, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.**

**SEVENTH ORDER OF BUSINESS**

**Public Hearing to Hear Comments and Objections on the Imposition of Maintenance and Operation Assessments to Fund the Budget for Fiscal Year 2024/2025, Pursuant to Florida Law**

- A. Proof/Affidavit of Publication**
- B. Mailed Notice(s) to Property Owners**

These items were included for informational purposes.

- C. Consideration of Resolution 2024-07, Providing for Funding for the FY 2025 Adopted Budget(s); 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 2024-07 and read the title.

**On MOTION by Mr. Moore and seconded by Ms. Jaross, with all in favor, the Public Hearing was opened.**

No affected property owners or members of the public spoke.

**On MOTION by Mr. Sample and seconded by Ms. Voiles, with all in favor, the Public Hearing was closed.**

**On MOTION by Mr. Sample and seconded by Ms. Voiles, with all in favor, Resolution 2024-07, Providing for Funding for the FY 2025 Adopted Budget(s); 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.**

**EIGHTH ORDER OF BUSINESS**

**Consideration of Goals and Objectives Reporting [HB7013 - Special Districts**

**Performance Measures and Standards Reporting]**

Mrs. Adams presented the Memorandum explaining the requirement for the CDD to develop goals and objectives. She presented the Performance Measures/Standards & Annual Reporting Form developed for the CDD, which explains how the CDD will meet the goals.

**On MOTION by Mr. Sample and seconded by Mr. Shields, with all in favor, the Goals and Objectives and the Performance Measures/Standards & Annual Reporting Form, were approved.**

**NINTH ORDER OF BUSINESS**

**Discussion: Maintenance of VCA Owned Paths, Boardwalks and Bridges**

Mrs. Adams stated the title should not state "VCA Owned" because Mr. Shaffer previously confirmed that the VCA does not own these items.

Referencing a handout, Mr. Moore stated the VCA assumed ownership and management of the HOA and the VCA is in the process of closing that business cycle with the Developer. They requested documents regarding known maintenance agreements and the Board directed Management to search its records for the documents and submit them to the HOA.

Discussion ensued regarding land ownership, researching the files for the maintenance agreements, reviewing past meeting minutes and deeds, charging the HOA for the public record request research, non-maintenance items and the Developer.

Mrs. Adams will confer with District Management's office about how much it would charge to review past meeting minutes and report her findings at the next meeting.

**TENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of June 30, 2024**

The financials were accepted.

**ELEVENTH ORDER OF BUSINESS**

**Approval of May 8, 2024 Regular Meeting Minutes**

Mrs. Adams presented the May 8, 2024 Regular Meeting Minutes.

**On MOTION by Mr. Sample and seconded by Mr. Moore, with all in favor, the May 8, 2024 Regular Meeting Minutes, as presented, were approved.**

**TWELFTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: Kutak Rock LLP**

Regarding the ethics training requirement, Ms. Willson stated any Supervisor that was in office prior to March 15, 2024 must complete the ethics training requirement by December 31, 2024.

**B. District Engineer: Johnson Engineering, Inc.**

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

- **District Manager’s Report**

There were no District Engineer or District Manager reports.

- **NEXT MEETING DATE: October 9, 2024 at 1:00 PM**

- **QUORUM CHECK**

All Supervisors confirmed their attendance at the October 9, 2024 meeting.

**THIRTEENTH ORDER OF BUSINESS**

**Supervisors’ Requests**

A Board Member voiced concern about the growth of littoral plants in the lakes, which seem to be denser than ever before. He asked for feedback on the littorals at the next meeting.

**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

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

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



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Secretary/Assistant Secretary



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Chair/Vice Chair