

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

The Board of Supervisors of the Verandah West Community Development District held Public Hearings and a Regular Meeting on August 14, 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:

Cleo Adams	District Manager
Shane Willis	Operations Manager
Alyssa Willson (via telephone)	District Counsel
Mark Zordan (via telephone)	District Engineer
Ben Steets	Grau & Associates
Ian Shaffer	Resident/VCA Board President
Susan Shields	Resident/VCA Board Member
Eileen Buchanan	Resident
Will Buchanan	Resident
George Reeves	Resident
Bill Roden	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mrs. Adams called the meeting to order at 2:07 p.m.

All Supervisors were present.

SECOND ORDER OF BUSINESS

Public Comments (3 minutes per person)

Resident and Verandah Community Association (VCA) President Ian Shaffer stated, with regard to the Ninth Order of Business, the VCA does not own the sidewalks, boardwalks or

bridges. He thinks any maintenance reference was directed by the Verandah Development and performed by the HOA under a Developer-controlled HOA Board. An email was sent to the CDD confirming that the items previously mentioned are not VCA property in any way.

Asked who is responsible for bridge repairs from Hammock Creek to Shady Bend, Mr. Shaffer stated that he is unsure; residents can contact the HOA for information.

Resident and VCA Board Member Susan Shields stated, as Mr. Shaffer previously indicated, all major bridge repairs in the past were performed at the direction of the Developer-controlled HOA Board.

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 and noted the pertinent information. There were no findings, recommendations, deficiencies on internal controls or instances of non-compliance; it was a clean audit.

Mr. Baldwin asked if the “Due from the Developer” amount of \$64,726, on Page 7, is pending or if it was paid. Mr. Steets stated that the \$64,726 reflects assessments that are due to make the November 1, 2023 debt service payment.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2024-06, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2023

Mrs. Adams presented Resolution 2024-06.

On MOTION by Mr. Jordan and seconded by Ms. McIntyre, with all in favor, Resolution 2024-06, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2023, was adopted.

FIFTH ORDER OF BUSINESS

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

Mrs. Adams presented the Johnson Engineering, Inc., History of Rate Increases spreadsheet, as an informational item.

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 2024-07, Relating to the Annual Appropriations and Adopting the Budgets 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 2024-07. She reviewed the proposed Fiscal Year 2025 budget, highlighting increases, decreases and adjustments, compared to the Fiscal Year 2024 budget, and explained the reasons for any changes.

On MOTION by Mr. Baldwin and seconded by Mr. Zampiceni, with all in favor, the Public Hearings on Adoption of Fiscal Year 2024/2025 Budget and Imposition of Maintenance and Operation Assessments to Fund the Budget for Fiscal Year 2024/2025, were opened.

Resident Eileen Buchanan asked if there is a plan to establish consistent reserves for capital repairs and replacement, if there is a capital budget for the next three to five years and if the evaluation of the stormwater system is completed and, if so, if a report will be available.

Mrs. Adams explained that the CDD does not keep reserves and can easily borrow funds for emergency repairs. It is not necessary to have a capital budget. The stormwater system was completed and a report is available online on the CDD website.

Resident George Reeves asked for clarification of the Operation and Maintenance (O&M) assessment. Mrs. Adams pointed out the projected assessment information on the back of the proposed Fiscal Year 2025 budget and noted that property owners can pay off the full

debt assessment portion of the overall assessment early, if they wish, but the O&M assessments must be paid annually.

Resident Bill Roden asked for an explanation of a one-time \$400 assessment on the mailed notice. Mrs. Adams called attention to Pages 7 and 8 of the proposed Fiscal Year 2025 budget and discussed the “Aquascaping/pipe cleanout” and the “Lake bank restoration” projects, and the resulting on-roll assessment increase to \$431.37 from \$231.06. She stated there will always be O&M assessments but the debt assessments related to the bond will be only be collected until the bond is paid off.

On MOTION by Mr. Moore and seconded by Mr. Zampiceni, with all in favor, the Public Hearings on Adoption of Fiscal Year 2024/2025 Budget and Imposition of Maintenance and Operation Assessments to Fund the Budget for Fiscal Year 2024/2025, were closed.

On MOTION by Mr. Jordan and seconded by Ms. McIntyre, with all in favor, Resolution 2024-07, Relating to the Annual Appropriations and Adopting the Budgets 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 2024-08, 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 2024-08 and read the title. The Public Hearing was held during the Sixth Order of Business.

On MOTION by Mr. Moore and seconded by Mr. Baldwin, with all in favor, Resolution 2024-08, 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 annually and develop performance measures and standards to assess the achievement of the goals and objectives. Community Communication and Engagement, Infrastructure and Facilities Maintenance, and Financial Transparency and Accountability will be the key categories to focus on for Fiscal Year 2025. She presented the Performance Measures/Standards & Annual Reporting Form developed for the CDD, which explains how the CDD will meet the goals. The report will be due on December 1, 2025.

On MOTION by Mr. Baldwin and seconded by Mr. Zampiceni, 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 this item was requested by the Chair of the Verandah East CDD Board. She recapped the discussion at the Verandah East CDD meeting. Management was

directed to review all the minutes, at the expense of the Verandah East CDD, and, if it wishes, this Board can request the same service and share the cost.

Discussion ensued regarding land ownership, assignment agreements, the VCA, the Developer, repair responsibility for the bridge from Hammock Park to Shady Bend and how neighboring communities handle similar issues.

On MOTION by Mr. Zampiceni and seconded by Mr. Jordan, with all in favor, authorizing Management to provide a quote to research the minutes for information related to this topic, was approved.

TENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of June 30, 2024

Mrs. Adams presented the Unaudited Financial Statements as of June 30, 2024.

The financials were accepted.

ELEVENTH ORDER OF BUSINESS

Approval of May 8, 2024 Regular Meeting Minutes

On MOTION by Mr. Jordan and seconded by Mr. Baldwin, 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

Ms. Willson reported the following:

- All Supervisors who were in office prior to March 15, 2024 must complete the required four hours of ethics training by December 31, 2024.
- The CDD was dismissed from a complaint from one year ago and is no longer a party to the action.
- Regarding subpoenas involving pending litigation that were previously distributed to the Board, she feels it is appropriate for the CDD to contact its insurance carrier to inquire about

coverage and, if there is no coverage, authorize District Counsel and its litigation partners to work on this item on behalf of the Supervisors.

On MOTION by Mr. Baldwin and seconded by Mr. Zampiceni, with all in favor, authorizing District Counsel to work on a pending litigation, on behalf of the Supervisors, was approved.

B. District Engineer: Johnson Engineering, Inc.

There was no report.

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

- **District Manager’s Report**

There was no report.

- **NEXT MEETING DATE: October 9, 2024 at 2:00 PM**

- **QUORUM CHECK**

The October 9, meeting will be canceled. The next meeting will be held on January 8, 2025.

THIRTEENTH ORDER OF BUSINESS

Supervisors’ Requests

Mr. Zampiceni stated that he is resigning from the Board.

Discussion ensued regarding conservation area maintenance and ownership of the golf bridge.

FOURTEENTH ORDER OF BUSINESS


Adjournment

On MOTION by Mr. Zampiceni and seconded by Ms. McIntyre, with all in favor, the meeting adjourned at 2:47 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair