

**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 8, 2025 at 2:00 p.m., at 11390 Palm Beach Blvd., First Floor, Fort Myers, Florida 33905.

**Present:**

Jeffrey Jordan	Chair
Norman Toback	Assistant Secretary
Gerald Baldwin	Assistant Secretary
Edward Faynor	Assistant Secretary

**Also present:**

Cleo Adams	District Manager
Chuck Adams (via telephone)	District Manager
Shane Willis	Operations Manager
Alyssa Willson (via telephone)	District Counsel
Mark Zordan (via telephone)	District Engineer
Andy Nott	Superior Waterways
Bill Kurth	Premier Lakes
Denny Shields	Resident
Susan Shields	Resident
David Moore	Resident

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mrs. Adams called the meeting to order at 2:12 p.m.

Supervisors Jordan, Faynor, Toback and Baldwin were present. Supervisor McIntyre was absent.

**SECOND ORDER OF BUSINESS**

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

No members of the public spoke.

**THIRD ORDER OF BUSINESS****Update/Discussion: Letter to Crosscreek Environmental, Inc. Regarding Notice of Funds Request for Lake and Wall Maintenance**

Mrs. Adams stated that Staff retained another contractor to perform an initial required cleanup, on a month-to-month basis, until a Request for Proposals (RFP) can be presented to the Board.

Mrs. Adams stated that two months was held back from CEI, leaving a total outstanding amount of \$3,172.66 that CEI owes back, which is split between the Verandah East CDD and Verandah West CDD. Specific to the Verandah East CDD, \$1,400 was withheld; the amount changed due to a change order.

Mrs. Adams stated that the Verandah East CDD Board approved proceeding with having District Counsel prepare and send a Demand Letter to CEI demanding the outstanding balance owed to both CDDs.

A Board Member asked for assurance that District Counsel's fees for these services will not be close to or exceed the amount being pursued from CEI. Ms. Willson discussed her billing rate and stated her belief that a simple Demand Letter can be prepared for about \$300.

**On MOTION by Mr. Baldwin and seconded by Mr. Toback, with all in favor, authorizing District Counsel to draft and mail a Demand Letter to Crosscreek Environmental, Inc., requesting funds owed for incomplete work in the Verandah East CDD and Verandah West CDD, was approved.**

Mrs. Adams stated that a special meeting might need to be scheduled depending on how CEI responds to the Demand Letter.

**FOURTH ORDER OF BUSINESS****Consideration of Award of Contract for Lake and Wetland Maintenance**

Mr. Willis stated Staff requested lake and wetland maintenance proposals from five companies. Responses were received from Superior Waterways (Superior) and Premier Lakes (Premier).

Mr. Willis asked Andy Nott and Bill Kurth to give their presentations.

Mr. Kurth, of Premier, discussed his professional background and credentials, his and his employees' experience in the field, and their collective familiarity with the Verandah CDDs and the littoral shelves. He discussed Premier's current clients. He thinks the advantage that Premier offers is experience and familiarity with the Verandah CDDs and its price for services.

Regarding whether Premier has sufficient staff/crew members to service the CDDs, Mr. Kurth stated that Premier is hiring but has the necessary staffing to perform the services now. Regarding how often technicians would be on site, Mr. Kurth stated that two technicians would be on site every week and Premier's management would inspect. At least quarterly, there will be a ride through inspection; photographs will be taken and a detailed report will be prepared.

Mr. Nott, of Superior, discussed his background and experience and the history of Superior and noted that Superior has five offices throughout Florida. He discussed the number of technicians and crews on staff, Superior's familiarity with the property and with other CDDs. He noted that Superior's pricing reflects the level of services it will take to maintain the CDDs; it is a little higher but he dropped it a little following the Verandah East CDD meeting. He discussed the scope of the project, frequency of services, inspections by Superior's management staff, preparation and providing reports, etc.

Regarding the price reduction mentioned, Mrs. Adams stated that the new price is \$154,610 for the first year and \$160,021 for the second year.

Mr. Kurth and Mr. Nott stepped out of the meeting room so the Board could consider the two proposals.

Mrs. Adams stated that both Premier and Superior are great companies and can perform the work. She noted that, at its meeting earlier today, the Verandah East CDD Board selected Premier.

Discussion ensued regarding the pricing and benefits of both being CDDs utilizing the same company.

Regarding how the budget shortfall for this expense will be handled, Mrs. Adams stated that fund balance will be used.

**On MOTION by Mr. Jordan and seconded by Mr. Toback, with all in favor, awarding the Lake and Wetland Maintenance Contract to Premier Lakes, based**

on costs, quality and schedule, and authorizing District Counsel to prepare a form of agreement, was approved.

**FIFTH ORDER OF BUSINESS****Discussion/Consideration of Letter of No Objection for Observation Pier**

Ms. Willson stated that District Counsel reviewed the request to construct an observation pier within CDD-owned property and found no issues with providing the Letter of No Objection, provided items are in accordance with the conservation easement, the South Florida Water Management District (SFWMD) permit requirements, the Army Corps of Engineer's requirements and as long as it is owned, operated and maintained by the homeowner.

Discussion ensued regarding the number of dock/piers, liability and placing the homeowners on notice if it falls into disrepair and the homeowner does nothing.

**On MOTION by Mr. Jordan and seconded by Mr. Toback, with all in favor, the Letter of No Objection for the Observation Pier, was approved.**

**SIXTH ORDER OF BUSINESS****Acceptance of Unaudited Financial Statements as of August 31, 2025**

- **Financial Highlights Report**

This item was included for informational purposes.

The financials were accepted.

**SEVENTH ORDER OF BUSINESS****Approval of August 13, 2025 Public Hearing and Regular Meeting Minutes**

**On MOTION by Mr. Jordan and seconded by Mr. Faynor, with all in favor, the August 13, 2025 Public Hearing and Regular Meeting Minutes, as presented, were approved.**

**EIGHTH ORDER OF BUSINESS****Staff Reports**

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

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

There were no reports from District Counsel or District Engineer.

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

- **Operations Report**

The Operations Report was included for informational purposes.

- **NEXT MEETING DATE: January 14, 2026 at 2:00 PM**

- **QUORUM CHECK**

The four Supervisors in attendance confirmed their attendance at the January 14, 2026 meeting.

- **District Manager's Report**

**This item was an addition to the agenda.**

Mrs. Adams distributed the District Manager's Report for informational purposes. She discussed the status of Conservation C-2/Observation Pier issue where a homeowner installed items in the Conservation Easement, much of what must be removed. The resident will be responsible for the expenses related to restoring the area, the required five-year monitoring, and any legal and engineering fees, which could be very significant.

**NINTH ORDER OF BUSINESS****Supervisors' Requests**

A Board Member asked if lake bank restoration commenced. Mr. Willis stated that work on the second one has not commenced; the project just went out to RFP.

**TENTH ORDER OF BUSINESS****Adjournment**

<b>On MOTION by Mr. Jordan and seconded by Mr. Baldwin, with all in favor, the meeting adjourned at 2:42 p.m.</b>
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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

VERANDAH WEST CDD

October 8, 2025

  
Secretary/Assistant Secretary

  
Chair/Vice Chair