

**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 10, 2023 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
Lorie St. Lawrence	Assistant Secretary

**Also present were:**

Chuck Adams (via telephone)	District Manager
Cleo Adams	District Manager
Shane Willis	Operations Manager
Alyssa Willson (via telephone)	District Counsel
Brent Burford	District Engineer
Susan Shields	HOA

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mrs. Adams called the meeting to order at 2:09 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 Award of Contract – Lake and Wetland Maintenance**

Mrs. Adams presented the responses to the Lake and Wetland Maintenance Request for Proposals (RFP), in her memorandum May 10, 2023. She discussed the existing vendor, SOLitude Lake Management's (SOLitude) underwhelming performance and recommended awarding the contract to Crosscreek Environmental, Inc. After inspecting the property and

finding deficiencies she issued a Defective Work Notice on May 5, 2023, as there were ongoing administrative, billing and response time issues. SOLitude advised her that the issues will be resolved this week.

Mrs. Adams discussed knowing Mr. Bowling, of Crosscreek, which opened a local office a few years ago and advised that the Verandah East CDD awarded the contract to Crosscreek.

A Board Member noted that SOLitude has not removed tree limbs from the lakes for a while.

**On MOTION by Mr. Jordan and seconded by Mr. Zampiceni, with all in favor, awarding the Lake and Wetland Maintenance contract to Crosscreek Environmental, was approved.**

**FOURTH ORDER OF BUSINESS**

**Discussion/Consideration of M.R.I. Inspection, LLC, Proposals**

- A. Estimate #3876 2023 Interconnect Inspection**
- B. Estimate #3890 ROV Control Structure Inspection**

Mrs. Adams presented M.R.I. Inspection LLC (MRI) proposals of approximately \$12,000 to inspect specified storm structures and control structures, which was requested by Mr. Moore of the Verandah East CDD. These costs will be shared cost for each CDD. Similar to Verandah East, she suggested deferring the project to the fall while both CDDs build up fund balance. Asked if there was an incident, she recalled having a control structure modified, due to an isolated flood in 2018.

**On MOTION by Mr. Jordan and seconded by Mr. Zampiceni, with all in favor, tabling the inspections to the fall, was approved.**

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-03, Relating to the Amendment of the Annual Budget for the Fiscal Year Beginning October 1, 2021 and Ending September 30, 2022; and Providing for an Effective Date**

Mrs. Adams presented Resolution 2023-03. Mr. Adams stated that the CDD exceeded appropriations due to unforeseen expenses and must amend the Fiscal Year 2022 budget to avoid a finding in the annual audit.

The year in Section 2 of the Resolution will be corrected to state "2022".

**On MOTION by Mr. Baldwin and seconded by Mr. Jordan, with all in favor, Resolution 2023-03, as amended, Relating to the Amendment of the Annual Budget for the Fiscal Year Beginning October 1, 2021 and Ending September 30, 2022; and Providing for an Effective Date, was adopted.**

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-04, Approving Proposed Budgets for Fiscal Year 2023/2024 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 2023-04. She reviewed the proposed Fiscal Year 2024 budget, highlighting increases, decreases and adjustments, compared to the Fiscal Year 2023 budget, and explained the reasons for any changes. Assessment levels will remain unchanged. The "Water management" budget is expected to increase in Fiscal Year 2025 if the pipe cleaning project proceeds.

**On MOTION by Mr. Zampiceni and seconded by Ms. McIntyre, with all in favor, Resolution 2023-04, Approving Proposed Budgets for Fiscal Year 2023/2024 and Setting a Public Hearing Thereon Pursuant to Florida Law for August 9, 2023 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.**

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-05, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date**

**On MOTION by Mr. Jordan and seconded by Mr. Zampiceni, with all in favor, Resolution 2023-05, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date, was adopted.**

**EIGHTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of March 31, 2023**

The Financial Highlights Report as of March 31, 2023 was emailed to the Board in advance of the meeting.

Mr. Zampiceni asked who owns the perimeter fences. Mrs. Adams stated the Verandah East CDD owns it but the VCA is responsible for maintaining it per a License Agreement. Ms. Willson clarified that the VCA owns a few of the smaller areas, as the Verandah East CDD did not accept those conveyances and has no plans to accept any in the future.

Mr. Zampiceni asked for the debris crushing the plants in the perimeter of Otter Bend to be removed. Ms. Shields stated she will bring this to Lou’s attention, as that is not a CDD matter.

The financials were accepted.

**NINTH ORDER OF BUSINESS**

**Approval of January 11, 2023 Regular Meeting Minutes**

**On MOTION by Mr. Baldwin and seconded by Ms. McIntyre, with all in favor, the January 11, 2023 Regular Meeting Minutes, as presented, were approved.**

**TENTH ORDER OF BUSINESS**

**Staff Reports**

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

Ms. Willson stated she sent an email about the House Bill awaiting the Governor’s signature or veto that, if approved, will require Special District Board Members to attend annual four-hour ethics training sessions, effective January 1, 2024. She will provide further updates, once approved.

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

There was no report.

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

- **977 Registered Voters in District as of April 15, 2023**
- **NEXT MEETING DATE: August 9, 2023 at 2:00 PM**
  - **QUORUM CHECK**

All Board Members confirmed their attendance at the August 9, 2023 meeting.

Mrs. Adams reported the following:

➤ Repair work on Lake H-12/Sanctuary Point was pushed back to Fiscal Year 2024 as the Limited Development Order (LDO) is still pending. Since they will now have to do the entire lake, it will be completed in two phases, with the resident side first and the golf course side the following year. Last year’s proposal was \$11,480.

Mr. Willis stated that he advised Mr. Winchester of this.

- Work on Lake H-8A was pushed back to Fiscal Year 2025.
- The project to inspect and ROV specific drainage pipes that are in correlation with the golf course will commence at the end of May. The Verandah East CDD Board approved this in January.
- The project to inspect and ROV interconnecting drainage pipes from Lake BB-3 to Lake BB-2 will commence May 17, 2023.
- After identifying deficiencies, a Defective Work Notice was issued to SOLitude last week.
- Conservation Area C-1: A second letter was sent to The Golf Club last week with an invoice over \$19,000 and related documents requesting reimbursement to the CDD.
- The VCA is preparing documents to convey two parcels to the CDD that are already being maintained and are included in the wetland contract.

**ELEVENTH ORDER OF BUSINESS**

**Supervisors’ Requests**

There were no Supervisors requests.

**TWELFTH ORDER OF BUSINESS**


**Adjournment**

**On MOTION by Ms. Jaross and seconded by Ms. Voiles, with all in favor, the meeting adjourned at 2:34 p.m.**



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Secretary/Assistant Secretary



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Chair/Vice Chair