

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

The Board of Supervisors of the Verandah East Community Development District held a Regular Meeting on October 11, 2023 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 (via telephone)	Assistant Secretary
Jacqueline Voiles	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
Susan Shields	Resident/VCA Board Member

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mrs. Adams called the meeting to order at 1:00 p.m. Supervisors Moore, Shields and Jaross were present. Supervisors Voiles and Sample attended via telephone.

**SECOND ORDER OF BUSINESS**

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

Resident and VCA Board Member Susan Shields distributed copies of a 2018 audit and read the following paragraph from Page 20:

“On February 28, 2014, the District and the Verandah West CDD. (“the Districts”) entered into a conservation area maintenance agreement with Heritage Willow LLC, Heritage Willow LLC, which grants to the Districts a non-exclusive maintenance easement for the installation and maintenance of certain improvements. The Districts shall use all due care to protect the easement area from damage results from the Districts’ use of the easement area.”

Ms. Shields asked for a copy of the Conservation Area Maintenance Agreement so she can gain a better understanding of the ownership and the relationships with the different

entities in the Veranda Community. Mrs. Adams stated Staff will research this and report its findings at a future meeting.

**THIRD ORDER OF BUSINESS**

**Discussion: MRI Inspection, LLC Estimate #4277 for Cleaning A-2 Line**

- **Map**
- **Report**

Mrs. Adams recalled that, at the last meeting, Staff was directed to obtain a proposal to clean pipe A-2. She presented the MRI Inspection, LLC Estimate #4277 in the amount of \$8,800. As the expense is not budgeted, she recommended deferring the inspection. She discussed increasing assessments and flooding concerns. Asked if the blockage is the result of construction work, Mrs. Adams stated it occurred naturally, over time. Asked how long to defer the inspection, Mrs. Adams recommended deferring it until the summer.

Discussion ensued regarding the budget, when to perform the work, a concrete washout, area construction, grates, inlets and catch basin inspections in area neighborhoods.

**On MOTION by Mr. Moore and seconded by Ms. Shields, with all in favor, MRI Inspection, LLC Estimate #4277 to clean the A-2 line, in a not-to-exceed amount of \$8,800, and commencing the project in May 2024, was approved.**

**FOURTH ORDER OF BUSINESS**

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

Mrs. Adams reviewed the changes that the Accounting Department corrected. Mr. Moore questioned the "Postage" line item at 257% and polled the Board about the need to receive the agenda via FedEx.

**On MOTION by Mr. Moore and seconded by Ms. Violes, with all in favor, discontinuing FedEx shipping of agenda packages to the Board, was approved.**

The financials were accepted.

**FIFTH ORDER OF BUSINESS**

**Approval of August 9, 2023 Public Hearing and Regular Meeting Minutes**

**On MOTION by Mr. Moore and seconded by Mr. Sample, with all in favor, the August 9, 2023 Public Hearing and Regular Meeting Minutes, as presented, were approved.**

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

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

Ms. Willson noted the Commission on Ethics’ recommendations on the Supervisors’ reporting obligations that will start on January 2024 are being monitored. As soon as the Commission updates the instructions on its website, Staff will finalize the memorandum with recommended resources that will be available at no cost through the Commission’s website.

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

Mr. Burford discussed water levels, velocity, rate of discharge and flushing out a pipe that is 75% full. Asked about deferring the project until May, Mr. Burford stated if there is a major rain event, it might be disastrous; the CDD would benefit by having the pipe cleaned out. Asked if the water levels on the lake were inspected, Mr. Willis stated he will conduct a lake review on Friday and will take and forward photographs to the Board.

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

- **NEXT MEETING DATE: January 10, 2024 at 1:00 PM**
  - **QUORUM CHECK**

All Supervisors confirmed their in-person attendance at the January 10, 2024 meeting.

**SEVENTH ORDER OF BUSINESS**

**Supervisors’ Requests**

Mr. Moore stated Board Members should be careful when going through emails to avoid being defrauded.

Discussion ensued regarding adhering to the Sunshine Law in relation to Supervisors communicating via email.

**EIGHTH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Mr. Moore and seconded by Ms. Jaross, with all in favor, the meeting adjourned at 1:41 p.m.**



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Secretary/Assistant Secretary



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Chair/Vice Chair