



Rizzetta & Company

# **The Verandahs Community Development District**

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**Board of Supervisors' Meeting  
March 2, 2021**

**District Office:  
5844 Old Pasco Road, Suite 100  
Wesley Chapel, Florida 33544  
813.994.1615**

**[www.theverandahscdd.org](http://www.theverandahscdd.org)**

## **THE VERANDAHS COMMUNITY DEVELOPMENT DISTRICT**

The Verandahs Clubhouse, 12375 Chenwood Ave., Hudson, FL 34669

<b>Board of Supervisors</b>	Stanley Haupt	Chair
	Thomas May	Vice Chair
	Tracy Mayle	Asst. Secretary
	Allen Adams	Asst. Secretary
	Sarah Nesheiwat	Asst. Secretary
<b>District Manager</b>	Lynn Hayes	Rizzetta & Company, Inc.
<b>District Counsel</b>	Vivek Babbar	Straley Robin & Vericker
<b>District Engineer</b>	Richard Ellis	Dewberry Engineering, Inc.

**All cellular phones must be placed on mute while in the meeting room.**

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (813) 994-1001. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) or 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

March 1, 2021

**Board of Supervisors  
The Verandahs Community  
Development District**

**REVISED FINAL AGENDA**

Dear Board Members:

The meeting of the Board of Supervisors of The Verandahs Community Development District will be held on **Tuesday, March 2, 2021 at 8:30 a.m., at the Verandahs Amenity Center, 12375 Chenwood Avenue, Hudson, Florida 34669.** The following is the final agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ITEMS**
  - A. Consideration of Clubhouse Signage Proposals..... Tab 1
  - B. Consideration of Resolution 2021-02, Re-Designating Assistant Secretary ..... Tab 2
  - C. Consideration of Resolution 2021-03, Declaring 2016 Project Complete..... Tab 3
- 4. STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
  - C. Landscape & Irrigation
    - i. Field Inspection & Observation Reports ..... Tab 4
  - D. Clubhouse Manager's Report ..... Tab 5
  - E. District Manager
- 5. BUSINESS ADMINISTRATION**
  - A. Consideration of Minutes of the Board of Supervisors' Meeting held February 2, 2021 ..... Tab 6
  - B. Consideration of Operations & Maintenance Expenditures for January 2021 ..... Tab 7
- 6. AUDIENCE COMMENTS**
- 7. SUPERVISOR REQUESTS**
- 8. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 994-1001.

Sincerely,

*Lynn Hayes*

Lynn Hayes, District Manager

Tab 1



20108 Pond Spring Way  
Tampa, FL 33647  
(813) 991-6069  
FAX (813) 907-8205

## JOB ESTIMATE

TO: \_\_\_\_\_  
COMPANY NAME: The Verandahs  
DATE: 2/23/21

The Verandahs Amenity Center signs:

24" x 18".

Installed on (1) post and (1) wall.

2 @ \$185 ea. = \$370.00

Thank You: Romaner Graphics

*The Verandahs*

# AMENITY CENTER

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**RESIDENTS AND GUESTS ONLY**

Tab 2

**RESOLUTION 2021-02**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE  
VERANDAHS COMMUNITY DEVELOPMENT DISTRICT  
REDESIGNATING AN ASSISTANT SECRETARY OF THE DISTRICT,  
AND PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, The Verandahs Community Development District (hereinafter the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Pasco County, Florida; and

WHEREAS, the Board of Supervisors (hereinafter the “Board”) previously designated Bryan Radcliff as Assistant Secretary.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS  
OF THE VERANDAHS COMMUNITY DEVELOPMENT DISTRICT:**

Section 1. Lynn Hayes is appointed Assistant Secretary.

Section 2. This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2021.**

**THE VERANDAHS  
COMMUNITY DEVELOPMENT  
DISTRICT**

\_\_\_\_\_  
**CHAIRMAN**

**ATTEST:**

\_\_\_\_\_  
**ASSISTANT SECRETARY**



Tab 3

## RESOLUTION 2021-03

### **A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VERANDAHS COMMUNITY DEVELOPMENT DISTRICT DECLARING THE SERIES 2016 PROJECT COMPLETE AND ADOPTING THE DISTRICT ENGINEER'S CERTIFICATE OF COMPLETION FOR THE SERIES 2016 PROJECT; FINALIZING THE 2016 SPECIAL ASSESSMENTS; AND ADDRESSING SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.**

**WHEREAS**, the Board of Supervisors ("**Board**") of The Verandahs Community Development District (the "**District**") previously authorized the construction, installation, and acquisition of the public infrastructure described in the Supplemental Engineer's Report dated August 2, 2016 (the "**Series 2016 Project**");

**WHEREAS**, the Board previously authorized and issued its \$4,430,000 Capital Improvement Revenue and Refunding Bonds, Series 2016 (the "**2016 Bonds**") for the purpose of refunding its Series 2006 Bonds and funding the construction, installation, and acquisition of the Series 2016 Project;

**WHEREAS**, in order to repay the 2016 Bonds, the District levied non-ad valorem special assessments securing the 2016 Bonds (the "**Debt Assessments**") as described in the Final Supplemental Special Assessment Allocation Report dated August 29, 2016;

**WHEREAS**, the Series 2016 Project specially benefit certain assessable lands in the District which are subject to the Debt Assessments, and it is reasonable, proper, just and right to continue to assess the costs of the Series 2016 Project financed with the 2016 Bonds to the specially benefited properties;

**WHEREAS**, as set forth in the District Engineer's Certificate of Completion of the Series 2016 Project attached as **Exhibit A** (the "**Engineer's Certificate**"), the District Engineer has certified the Series 2016 Project complete;

**WHEREAS**, effective as of the date of this Resolution, and in reliance upon the Engineer's Certificate, the Board finds that it is in the best interests of the District to declare the Series 2016 Project complete;

**WHEREAS**, Section 170.08 Florida Statutes requires that upon completion of the Series 2016 Project, the District is to credit each of the Debt Assessments the difference, if any, between the amount assessed and the actual cost of the improvements; and

**WHEREAS**, based on the Engineer's Certification of Completion, no modification to the Debt Assessments is necessary.

### **NOW, THEREFORE, BE IT RESOLVED BY THE BOARD:**

**Section 1. Recitals.** The recitals stated above are incorporated herein and are adopted by the Board as true and correct statements.

**Section 2. Authority.** This resolution is adopted pursuant to the provisions of Florida law, including Chapters 170 and 190, Florida Statutes.

**Section 3. Completion of the Series 2016 Project and Finalization of the Debt Assessments.** Based on the Engineer's Certificate and the above findings, the Board hereby adopts the

Engineer's Certificate, hereby certifies the Series 2016 Project complete, and determines that no modifications to the Debt Assessments are necessary.

**Section 4. General Authorization.** The District's Chair, Vice Chair, Secretary, Assistant Secretaries, District Manager, District Counsel, District Engineer, and District Bond Counsel, are hereby authorized to do all acts and things required of them to effect the transactions described herein, and all acts and things that may be desirable or consistent with the requirements or intent hereof. The Chair and Secretary are hereby further authorized to execute any and all documents necessary to effect the transactions. The Vice Chair shall be authorized to undertake any action herein authorized to be taken by the Chair, in the absence or unavailability of the Chair, and any Assistant Secretary shall be authorized to undertake any action herein authorized to be taken by the Secretary, in the absence or unavailability of the Secretary.

**Section 5. Severability.** If any section or part of a section of this Resolution is declared invalid or unconstitutional, the validity, force and effect of any other section or part of a section of this Resolution shall not thereby be affected or impaired unless it clearly appears that such other section or part of a section of this Resolution is wholly or necessarily dependent upon the section or part of a section so held to be invalid or unconstitutional.

**Section 6. Conflicts.** All resolutions or parts thereof in conflict herewith are, to the extent of such conflict, superseded and repealed.

**Section 7. Effective Date.** This Resolution shall become effective upon its adoption.

**Passed and Adopted on March 2, 2021.**

Attest:

**The Verandahs  
Community Development District**

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Lynn Hayes  
Assistant Secretary

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Stanley Haupt  
Chair of the Board of Supervisors

**Exhibit A** –District Engineer’s Certificate of Completion for the Series 2016 Project.

*Sent Via Email and US Mail: [lhayes@rizzetta.com](mailto:lhayes@rizzetta.com)*

February 19, 2021

The Verandahs Community Development District  
Attn: Lynn Hayes, District Manager  
c/o Rizzetta & Company  
5844 Old Pasco Road  
Suite 100  
Wesley Chapel, Florida 33544

**Re: The Verandahs Community Development District  
Certificate of Completion of the Series 2016 Project**

Dear Mr. Hayes:

As the District Engineer of The Verandahs Community Development District (the “**District**”), we are providing this Certificate of Completion of the Series 2016 Project pursuant to Section 403 of the Second Supplemental Trust Indenture dated August 1, 2016, between the District and U.S. Bank National Association, as trustee. The District issued its \$4,430,000 Capital Improvement Revenue and Refunding Bonds, Series 2016 (the “**2016 Bonds**”) to fund the capital improvement program described in the Supplemental Engineer’s Report prepared by our firm and dated August 2, 2016, (“**Series 2016 Project**”).

We have reviewed certain available documentation including, but not limited to, reports, invoices, certifications, agreements, plans, conveyance documents, permits, correspondence, and other documents relating to the Series 2016 Project and information provided by the District’s contractor. Based on such documentation and information, it is our professional opinion that the Series 2016 Project is complete as of the date of this letter and the actual amount of the proceeds from the 2016 Bonds used for the Series 2016 Project was consistent with the cost estimates of the Series 2016 Project.

Sincerely,



Richard Ellis, P.E.  
District Engineer

cc. Vivek K. Babbar, District Counsel (*via email*) [ybabbar@srvlegal.com](mailto:ybabbar@srvlegal.com)

Tab 4

# THE VERANDAHS

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## FIELD INSPECTION REPORT



February 16, 2021  
Rizzetta & Company  
Jason Liggett – Field Services Manager



Rizzetta & Company  
Professionals in Community Management



# SUMMARY & CHENWOOD AVENUE

## General Updates, Recent & Upcoming Maintenance Events

- ❖ Saint Augustine to be fertilized in the month of February with 20-0-10 w/Pre-M at a rate of 1 LB N/1000SF
- ❖ Ornamentals to be fertilized in the month of March with 8-0-10 at a rate of 1 Lb N/1000 SF.
- ❖ All palms to receive an application of 8-2-12 at a rate of 1.5 LBS per palm.

The following are action items for Yellowstone to complete. Please refer to the item # in your response listing action already taken or anticipated time of completion. **Red text** indicates deficient from previous report. **Bold Red text** indicates deficient for more than a month. **Green text** indicates a proposal has been requested. **Blue** indicates irrigation. I have added **Orange** for continuing services.

1. Throughout the main Boulevard on Chenwood Avenue, detail out Magnolia leaf drop.
2. Remove weeds from annuals during service visits.(Pic 2)



6. **Treat the turf weeds on the South Bridge Terrace common area. We have noticed no progress in this area.**
7. **Treat the turf weeds in the White Bluff road common area before the dead end. We see no results in this area from previous reports.**
8. **Treat ant mounds on White Bluff Road. Once eradicated rake down mounds.**
9. **Treat the bed weeds at the White Bluff Road lift station and improve bed lines.**
10. **Treat the turf weeds at the Saulston Place common area. We have seen no results in this area as well.**
11. **Yellowstone has committed to replacing the plant material around the new amenity center under warranty.**
12. Crape myrtle trimming was discussed. We will be performing a pencil prune. Please provide a date on when this will be completed.

3. Treat dollar weed on inbound ROW on Chenwood Avenue before the Gate Opening.
4. Remove low hanging moss from Cypress trees around the pond banks throughout the community.
5. Continue to treat turf weeds at the Luftburrow Lane common area. We have made some progress but need more results.



Tab 5



# *The Verandahs*

COMMUNITY DEVELOPMENT DISTRICT

12375 Chenwood Avenue

Hudson, Florida 34669

## February 2021 Clubhouse Operations/Maintenance Updates

- Awaiting quotes for signage for the Clubhouse
- Cracks/separation have been repaired
- Purchased Paintings/ Pictures for clubhouse
- Ongoing Covid Disinfectant cleaning of Gym

## Vendor Services Performed and/or Site Visits

- Fitrev on site for quarterly maintenance 2/2/21
- Cleaning Service every Monday and Thursday

## Facility Usage

- CDD MEETING 2/2/21
- BRIDAL PARTY 2/13/21
- CCR MEETING 2/15/21
- SFH ACC MEETING 2/16/21

## Resident payment Log

- Clubhouse Rental Deposit: 250.00
- Access Card Replacement: 30.00

## Suggestions/Concerns

- Future event Planning for Spring/ Summer

Tab 6

MINUTES OF MEETING

*Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

THE VERANDAHS COMMUNITY DEVELOPMENT DISTRICT

The meeting of the Board of Supervisors of The Verandahs Community Development District was held on Tuesday, February 2, 2021 at 8:31 a.m., at the Verandahs Amenity Center, 12375 Chenwood Avenue, Hudson, Florida 34669

Present and constituting a quorum:

Stanley Haupt	<b>Board Supervisor, Chair</b>
Thomas May	<b>Board Supervisor, Vice Chair</b>
Tracy Mayle	<b>Board Supervisor, Asst. Secretary</b>
Allen Adams	<b>Board Supervisor, Asst. Secretary</b>
Sarah Nesheiwat	<b>Board Supervisor, Asst. Secretary (via conf. call)</b>

Also present via teleconference were:

Bryan Radcliff	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Jason Liggett	<b>Field Services, Rizzetta &amp; Company, Inc.</b>
Wesley Elias	<b>Clubhouse Manager</b>
Jamie Stephens	<b>Representative, Yellowstone Landscape</b>

Audience	<b>None</b>
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FIRST ORDER OF BUSINESS

Call to Order

Mr. Radcliff called the meeting to order and conducted roll call, confirming a quorum for the meeting.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

No audience members present.

**THIRD ORDER OF BUSINESS**

**Consideration of Plant Installation Exit  
Side of Loropetalum Bed**

The Board requested a March installation for this proposal.

On a Motion by Mr. May, seconded by Ms. Nesheiwat, with all in favor, the Board of Supervisors approved the Yellowstone proposal in the amount of \$1,177.78 for plant installation, for The Verandahs Community Development District.

**FOURTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

Not present.

**B. District Engineer**

Not present. The Board requested follow-up on the maintenance agreement for the roads between the District and the Pasco County.

**C. Landscape & Irrigation**

Mr. Liggett and Mr. Stephens presented their field inspection reports with the Board.

On a Motion by Mr. May, seconded by Ms. Mayle, with all in favor, the Board of Supervisors approved the Yellowstone proposal in the amount of \$6,510.60 for 2 rotor zones at the edge of the pond across the street from the pool, for The Verandahs Community Development District.

**D. Clubhouse Manager's Report**

Mr. Elias presented his manager's report to the Board. The Board requested the District Manager provide proposals for the Clubhouse signage for the next meeting.

**E. District Manager**

Mr. Radcliff announced that the next regular meeting is scheduled for March 2, 2021 at 8:30 a.m. at The Verandahs Clubhouse, located at 12375 Chenwood Avenue, Hudson, Florida 34669.

THE VERANDAHS COMMUNITY DEVELOPMENT DISTRICT

February 2, 2021 Minutes of Meeting

Page 3

**FIFTH ORDER OF BUSINESS**

**Consideration of Minutes of the  
Board of Supervisors' Meeting held  
on January 5, 2021**

Mr. Radcliff presented the Minutes of the Board of Supervisors' Meeting held on January 5, 2021 to the Board for consideration. There were no changes made to the meeting minutes.

On a Motion by Mr. May, seconded by Ms. Nesheiwat, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors' meeting held on January 5, 2021, as presented, for The Verandahs Community Development District.

**SIXTH ORDER OF BUSINESS**

**Consideration of Operations &  
Maintenance Expenditures for  
December 2020**

Mr. Radcliff presented the December 2020 Operations & Maintenance Expenditures to the Board for ratification. The Board requested follow up on invoices from vendors that aren't submitted in a timely fashion

On a Motion by Mr. Haupt seconded by Ms. Nesheiwat, with all in favor, the Board of Supervisors ratified the Operation & Maintenance Expenditures for December 2020 (\$45,109.15), for The Verandahs Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Audience Comments and Supervisor  
Requests**

No supervisor requests.

**EIGHTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Mr. Haupt, seconded by Ms. Nesheiwat, with all in favor, the Board of Supervisors adjourned the meeting at 7:41 a.m., for The Verandahs Community Development District.

Assistant Secretary

Chair / Vice Chair

Tab 7

# **The Verandahs Community Development District**

**DISTRICT OFFICE · 5844 OLD PASCO ROAD · SUITE 100 · WESLEY CHAPEL, FLORIDA 33544**

## **Operations and Maintenance Expenditures January 2021 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from January 1, 2021 through January 31, 2021. This does not include expenditures previously approved by the Board.

The total items being presented:     **\$30,434.21**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

# The Verandahs Community Development District

## Paid Operation & Maintenance Expenditures

January 1, 2021 Through January 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Allen Adams	002296	AA010521	Board of Supervisors Meeting 01/05/21	\$ 200.00
Crestmark Vendor Finance	002307	115838	Lease 193024-VF000 01/21	\$ 323.75
Digital South Communications, Inc.	002298	593510753	Grandstream 2135 8-Button VoIP Phone 01/21	\$ 41.82
Digital South Communications, Inc.	002310	593510237	Monthly Phone Service 11/20	\$ 41.82
Frontier Communications of Florida	002299	727-856-7773-073119-5 01/21	Clubhouse Internet & TV 01/21	\$ 279.46
High Trim, LLC	002301	3135	Tree Maintenance 01/21	\$ 1,625.00
Leyly Patricia Arbelaez	002297	121420	Refund Deposit For Private Event 12/20	\$ 250.00
Pasco County Utilities Services Branch	002311	14442497	Chenwood Avenue 12/20	\$ 65.20
Rizzetta & Company, Inc.	002292	INV0000055449	District Management Fees 01/21	\$ 4,320.33
Rizzetta Amenity Services, Inc.	002293	INV00000000008371	Actual Bi-Weekly Payroll 12/20	\$ 1,040.43
Rizzetta Amenity Services, Inc.	002308	INV00000000008400	Actual Bi-Weekly Payroll 01/21	\$ 1,629.17
Rizzetta Amenity Services, Inc.	002312	INV00000000008314	Out of Pocket Expenses 11/20	\$ 80.60



## The Verandahs Community Development District

### Paid Operation & Maintenance Expenditures

January 1, 2021 Through January 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta Amenity Services, Inc.	002312	INV00000000008341	Actual Bi-Weekly Payroll 12/20	\$ 1,724.16
Rizzetta Amenity Services, Inc.	002312	INV00000000008427	Out of Pocket Expenses 12/20	\$ 101.00
Rizzetta Technology Services, LLC	002291	INV0000006684	Website Hosting Services 01/21	\$ 100.00
Sarah Nesheiwat	002304	SN010521	Board of Supervisors Meeting 01/05/21	\$ 200.00
Stanley Haupt	002300	SH010521	Board of Supervisors Meeting 01/05/21	\$ 200.00
Staples	002313	3465356376	Office Supplies 12/20	\$ 102.19
Straley Robin Vericker	002305	19280	General Legal Services 12/20	\$ 495.00
Suncoast Sparkling Cleaning Service Inc	002294	238	Clubhouse Cleaning 12/20	\$ 525.00
Thomas M May	002302	TM-010521	Board of Supervisors Meeting 01/05/21	\$ 200.00
Tracy E. Mayle	002303	TM010521	Board of Supervisors Meeting 01/05/21	\$ 200.00
Verandahs CDD	CD019	CD019	Debit Card Replenishment	\$ 286.73
Withlacoochee River Electric Cooperative, Inc.	002295	10365384 12/20	Summary Billing 12/20	\$ 3,870.05

## The Verandahs Community Development District

### Paid Operation & Maintenance Expenditures

January 1, 2021 Through January 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Yellowstone Landscape	002309	TM 182791	Annual Mulch Installation 01/21	\$ 7,875.00
Yellowstone Landscape	002309	TM 182792	Sod Replacement 01/21	<u>\$ 4,657.50</u>
<b>Report Total</b>				<u><b>\$ 30,434.21</b></u>