



Rizzetta & Company

# The Verandahs Community Development District

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**Board of Supervisors Meeting  
October 3, 2023**

**District Office:  
5844 Old Pasco Road, Suite 100  
Wesley Chapel, Florida 33544  
813.994.1001**

[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 Thomas May Tracy Mayle Sarah Nesheiwat Vacant	Chair Vice Chair Assistant Secretary Assistant Secretary Assistant Secretary
<b>District Manager</b>	Matthew Huber	Rizzetta & Company, Inc.
<b>District Manager</b>	Sean Craft	Rizzetta & Company, Inc.
<b>District Counsel</b>	Vivek Babbar	Straley Robin & Vericker
<b>District Engineer</b>	Giacomo Licari	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.

# THE VERANDAHS COMMUNITY DEVELOPMENT DISTRICT

District Office – Wesley Chapel, Florida (813) 994-1001  
Mailing Address – 3434 Colwell Avenue Suite 200, Tampa, Florida 33614

September 26, 2023

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

## AGENDA

Dear Board Members:

The Regular Meeting of the Board of Supervisors of The Verandahs Community Development District will be held on Tuesday, October 3, 2023 at 6:30 p.m., at the Verandahs Amenity Center, 12375 Chenwood Ave., Hudson, FL 34669. The following is the agenda for the meeting:

### BOS MEETING:

1. **CALL TO ORDER**
2. **AUDIENCE COMMENTS ON AGENDA ITEMS**
3. **STAFF REPORTS**
  - A. Solitude
    - i. Review of Aquatics Inspection Report..... Tab 1
  - B. Landscape Inspection Specialist
    - i. Review of Landscape Inspection Report ..... Tab 2
  - C. Yellowstone
    - i. Review of Landscape Comments ..... Tab 3
  - D. Hi-Trim
    - i. Review of Hi Trim Report ..... Tab 4
  - E. District Counsel
  - F. District Engineer
  - G. District Clubhouse Manager
    - i. Review of Clubhouse Manager Report ..... Tab 5
  - H. District Manager
    - i. Review of District Manager’s Report ..... Tab 6
4. **BUSINESS ITEMS**
  - A. Consideration of District Engineering Services Work Authorization..... Tab 7
  - B. Consideration of Candidates for CDD Board Vacancy ..... Tab 8
  - C. Ratifying FY 2023-2024 Insurance Renewal Proposal..... Tab 9
  - D. Consideration of Amenity Services Addendum ..... Tab 10

**5. BUSINESS ADMINISTRATION**

- A. Consideration of Minutes of the Board of Supervisors  
Regular Meeting held on September 5, 2023 .....Tab 11
- B. Consideration of Operation & Maintenance  
Expenditures for August 2023 .....Tab 12

**6. SUPERVISOR REQUESTS**

**7. 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,

*Sean Craft*

Sean Craft  
District Manager

Tab 1

# SOLITUDE

LAKE MANAGEMENT



## The Verandahs Waterway Inspection Report

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**Reason for Inspection:** Scheduled-recurring

**Inspection Date:**

**Prepared for:**

District Manager  
Rizzetta & Company

**Prepared by:**

Jason Diogo, Aquatic Biologist

Wesley Chapel Field Office  
SOLITUDELAKEMANAGEMENT.COM  
888.480.LAKE (5253)

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# TheVerandahs Waterway Inspection Report

210

## Comments:

Normal growth observed

Site has minor algae developing along the perimeter. Treatment will be applied during next scheduled maintenance. Expect 10-14 days for results.

## Action Required:

Routine maintenance next visit

## Target:

Surface algae



230

## Comments:

Normal growth observed

Very minor shoreline weeds present. Open water looks good.

## Action Required:

Routine maintenance next visit

## Target:

Shoreline weeds



220

## Comments:

Site looks good

No issues observed at the time of inspection.

## Action Required:

Routine maintenance next visit

## Target:





# TheVerandahs Waterway Inspection Report

10

## Comments:

Normal growth observed  
Minor sub-surface algae present.  
Expect 10-14 days for results following treatment.

## Action Required:

Routine maintenance next visit

## Target:

Sub-surface algae



20

## Comments:

Site looks good  
No issues observed at the time of inspection.

## Action Required:

Routine maintenance next visit

## Target:



30

## Comments:

Treatment in progress  
Site has responded well to previous algae treatment. less than 10% remains. Follow up will be performed during next scheduled maintenance.

## Action Required:

Routine maintenance next visit

## Target:

Surface algae



# The Verandahs Waterway Inspection Report

Site: F50

## Comments:

Site looks good  
No issues observed at the time of inspection.



## Action Required:

Routine maintenance next visit

## Target:

Site: F70

## Comments:

Normal growth observed  
Lilly pad growth has been reduced by 15%. Minor shoreline weeds present. Recent treatment for submersed weeds was successful.



## Action Required:

Routine maintenance next visit

## Target:

Shoreline weeds

Site: 60

## Comments:

Site looks good  
No issues observed at the time of inspection.



## Action Required:

Routine maintenance next visit

## Target:

# TheVerandahs Waterway Inspection Report

Site: 40

## Comments:

Normal growth observed

Minor algae developing along the perimeter. Recent selective treatment of invasive weeds within the native vegetation was successful.

## Action Required:

Routine maintenance next visit

## Target:

Surface algae



## Management Summary

Overall, the sites in this month's inspection look very good. Aug-October is the fastest growing season for algae. All algal growth on the ponds was minimal and well managed. We can expect to see very similar conditions in October before the onset of Fall.

Water levels have risen significantly and most of the ponds were at their max level.

For October, we'll continue to focus on keeping algae to a minimum.

Feel free to reach out with any questions or concerns: [jason.diogo@solitudelake.com](mailto:jason.diogo@solitudelake.com)

Thanks for choosing Solitude Lake Management!

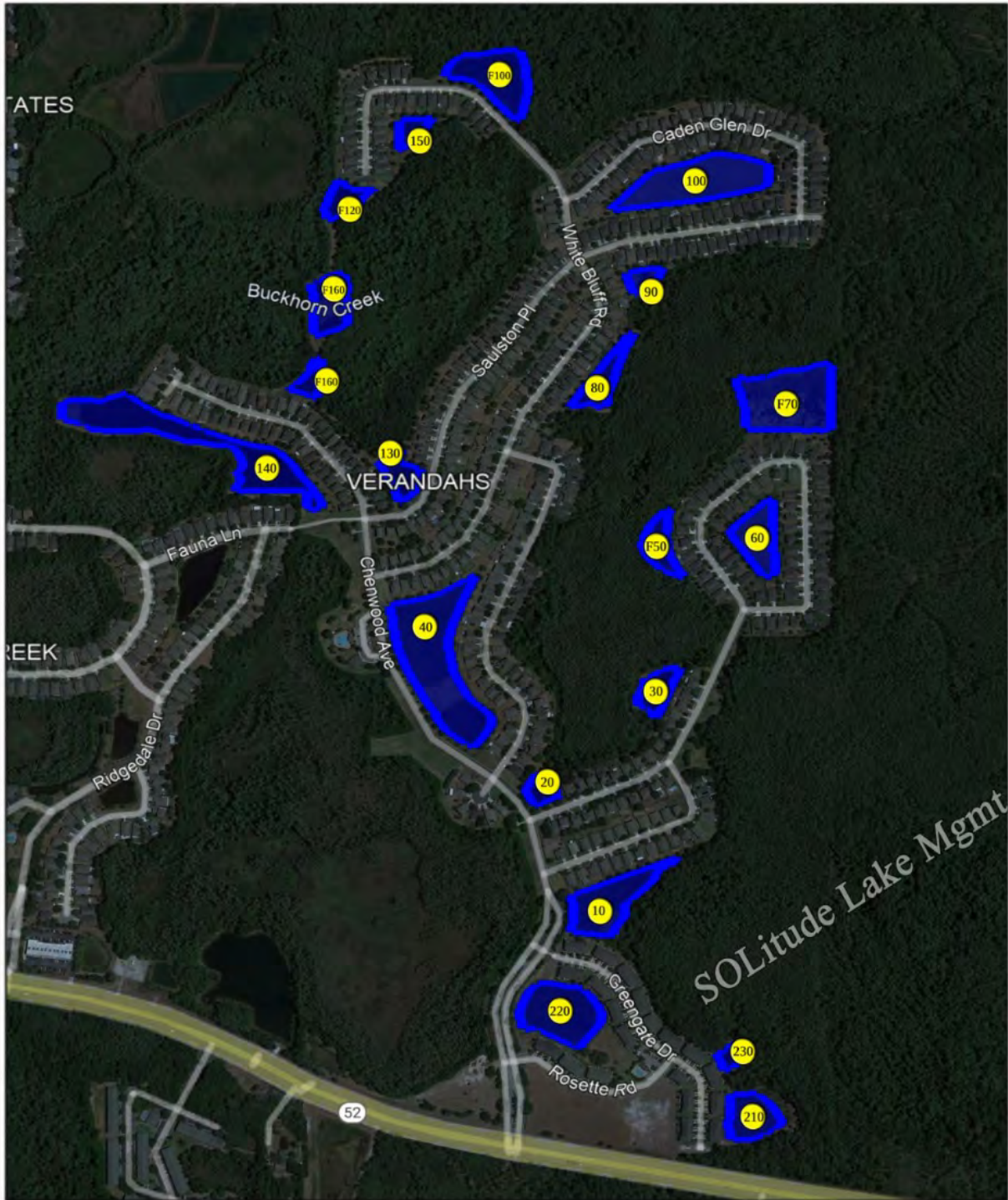
# TheVerandahs Waterway Inspection Report

<b>Site</b>	<b>Comments</b>	<b>Target</b>	<b>Action Required</b>
210	Normal growth observed	Surface algae	Routine maintenance next visit
230	Normal growth observed	Shoreline weeds	Routine maintenance next visit
220	Site looks good		Routine maintenance next visit
10	Normal growth observed	Sub-surface algae	Routine maintenance next visit
20	Site looks good		Routine maintenance next visit
30	Treatment in progress	Surface algae	Routine maintenance next visit
F50	Site looks good		Routine maintenance next visit
F70	Normal growth observed	Shoreline weeds	Routine maintenance next visit
60	Site looks good		Routine maintenance next visit
40	Normal growth observed	Surface algae	Routine maintenance next visit



The Verandahs CDD  
Hudson, FL

1-888-480-5253



NPM 04/2022

Tab 2

# THE VERANDAHS

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## FIELD INSPECTION REPORT



September 13, 2023  
Rizzetta & Company  
Jason Liggett – Field Services Manager



Rizzetta & Company  
Professionals in Community Management

# SUMMARY & CHENWOOD AVENUE

## General Updates, Recent & Upcoming Maintenance Events

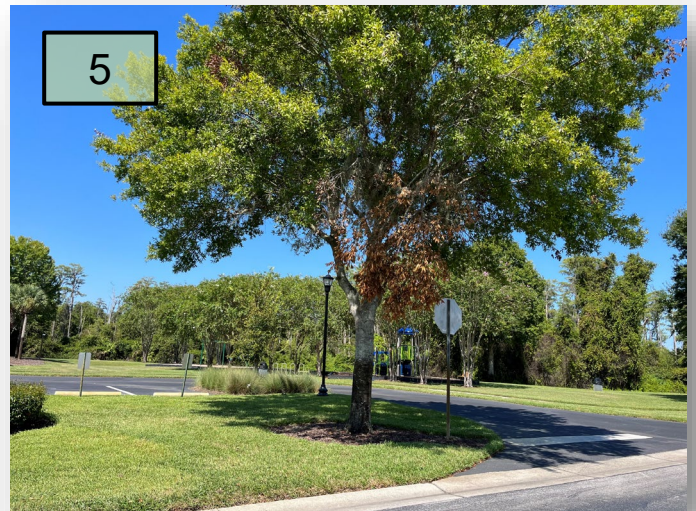
- ❖ Make sure if any areas in the district cannot be mowed that district management is notified.
- ❖ Replace the dead saint Augustine in between the pool area and amenity center.

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. Remove the weeds in the newly installed plant material in the front of the community. This area is a focal point of the community and needs to be policed weekly during visits. (Pic 1)



5. Prune the dead oak tree branch hanging in the tree at the north entrance to the amenity center parking lot. (Pic 5)



2. Remove the weeds from the first confederate jasmine bed on the inbound side chenwood ave when you enter the community.
3. Remove the taller weeds by hand in the flax lilies on the inbound side of chenwood ave in the first stand of this material.
4. Diagnose and treat the browning in the saint Augustine before the entrance gates on the inbound side of chenwood ave.

6. Prune the sucker growth from the crape myrtle in the thumbnail island between the pool and amenity center.
7. Eradicate the weeds in the same thumbnail island above.
8. **During my inspection, the dead sod areas in between the pool and amenity center along with the area to the south of the amenity center look to have been sprayed out to be replaced. Is this the case? These areas need to be replaced if not. (Pic 8,8a)**





# CHENWOOD AVENUE



7. During my inspection I was stopped about broken irrigation heads out on chenwood ave near the pedestrian walking signs. Check the heads on chenwood across from the clubhouse.
8. Monitor all the newly installed sod ensuring that it takes and gets adequate water.
9. Trim the tops of the wax myrtles at the lift station on White Bluff Road.
10. Diagnose the dead tree in the common area in front of the lake just pass the lift station on White Bluff Road. What did we find out about this tree. (Pic 10)

11. Make sure all of district property is being hard edged during services. I noticed mowing was done and luftburrow lane and no hard edging was done. This is a weekly service.
12. Eradicate the bed weeds at the lift station on luftburrow lane and recreate the bed with soft edging.
13. Diagnose and treat the browning in the turf on the exit side of chenwood Ave as you exit the gate area. These areas will be replaced under warranty if they continue to decline.
14. Remove the vines growing in the jack frost ligustrum on the exit side of chenwood ave before you get to the pull off parking area across from rosette ave.
15. In the same area remove the vines and weeds in the parsoni Juniper.



Tab 3

# THE VERANDAHS

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## FIELD INSPECTION REPORT



September 13, 2023  
Rizzetta & Company  
Jason Liggett – Field Services Manager



Rizzetta & Company  
Professionals in Community Management

# SUMMARY & CHENWOOD AVENUE

## General Updates, Recent & Upcoming Maintenance Events

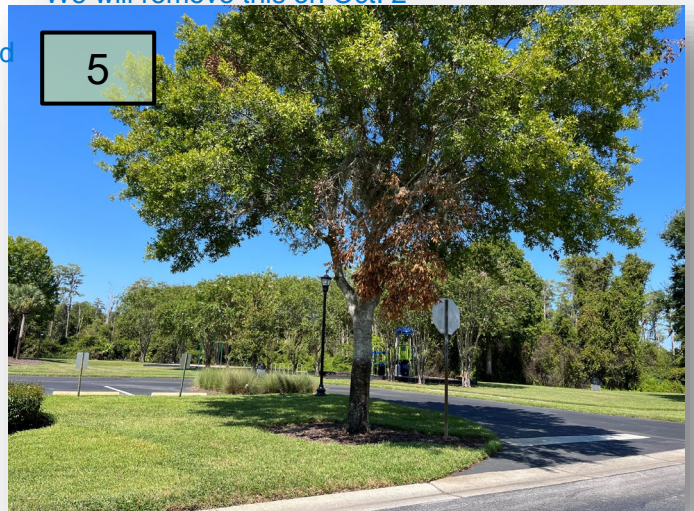
- ❖ Make sure if any areas in the district cannot be mowed that district management is notified.
- ❖ Replace the dead saint Augustine in between the pool area and amenity center.

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. Remove the weeds in the newly installed plant material in the front of the community. This area is a focal point of the community and needs to be policed weekly during visits. (Pic 1) **This will be taken care of weekly moving forward**



5. Prune the dead oak tree branch hanging in the tree at the north entrance to the amenity center parking lot. (Pic 5)  
**We will remove this on Oct. 2**



2. Remove the weeds from the first confederate jasmine bed on the inbound side chenwood ave when you enter the community.  
**This will be taken care of Oct 2**
3. Remove the taller weeds by hand in the flax lilies on the inbound side of chenwood ave in the first stand of this material.  
**This will be taken care of Oct. 2**
4. Diagnose and treat the browning in the saint Augustine before the entrance gates on the inbound side of chenwood ave.

6. Prune the sucker growth from the crape myrtle in the thumbnail island between the pool and amenity center.  
**We will take care of Oct. 2**
7. Eradicate the weeds in the same thumbnail island above.  
**We will take care of Oct. 2**
8. **During my inspection, the dead sod areas in between the pool and amenity center along with the area to the south of the amenity center look to have been sprayed out to be replaced. Is this the case? These areas need to be replaced if not. (Pic 8,8a)**

**This was treated beginning of the month.**

**No we did not spray this area out. we will investigate the cause.**



Rizzetta & Company  
Professionals in Community Management

# CHENWOOD AVENUE



7. During my inspection I was stopped about broken irrigation heads out on chenwood ave near the pedestrian walking signs. Check the heads on chenwood across from the clubhouse.

These were repaired on Sept. 22

8. Monitor all the newly installed sod ensuring that it takes and gets adequate water.

9. Trim the tops of the wax myrtles at the lift station on White Bluff Road.

This will be taken care of Oct, 9

10. Diagnose the dead tree in the common area in front of the lake just pass the lift station on White Bluff Road. What did we find out about this tree. (Pic 10)

There are no signs of beetles, bugs, or fungus on the tree.

11. Make sure all of district property is being hard edged during services. I noticed mowing was done and luftburrow lane and no hard edging was done. This is a weekly service.

This will be taken care of.

12. Eradicate the bed weeds at the lift station on luftburrow lane and recreate the bed with soft edging.

This will be taken care of Oct. 9

13. Diagnose and treat the browning in the turf on the exit side of chenwood Ave as you exit the gate area. These areas will be replaced under warranty if they continue to decline.

14. Remove the vines growing in the jack frost ligustrum on the exit side of chenwood ave before you get to the pull off parking area across from rosette ave.

This was taken care of Sept. 25

15. In the same area remove the vines and weeds in the parsoni Juniper.

This will be taken care of Oct. 9



Tab 4

# HIGH TRIM

9425 Osceola Dr.  
New Port Richey, FL 34654  
727-514-3889

To Whom it May Concern:

High Trim performed the monthly trimming of the conservation in the red areas on September 13<sup>th</sup>, 2023.



Thank you,  
Kristina Nordman  
Office Assistant

Tab 5



## Operations Report – September 2023

# *The Verandahs*

COMMUNITY DEVELOPMENT DISTRICT

12375 Chenwood Avenue Hudson, Florida 34669  
(727) 933-5050 ~ verandahsclubhouse@outlook.com

### **Clubhouse Operations/Maintenance Updates**

- Ongoing Disinfectant cleaning of Gym

### **Vendor Services Performed and/or Site Visits**

- Cleaning Service every Monday

### **Facility Usage**

- 9/5/2023: CDD Meeting
- 9/7/2023: Mens Christian Group
- 9/10/2023: Frances Bday Party
- 9/14/2023: Men's Bible Group
- 9/17/2023: Coleman Bday Party
- 9/18/2023: Womens Bible Group
- 9/19/2023: ACC meeting
- 9/21/2023: Mens Christian Group
- 9/23/2023: Barrabas Baby Shower
- 9/24/2023: Martin Baby Shower
- 9/25/2023: Women's Bible Group
- 9/26/2023: Single Family Homes HOA
- 9/28/2023: TH HOA
- 9/28/2023: Mens Christian Group



Rizzetta & Company

## Resident Payment Log

### Debit Card Reimbursement log

- Amazon Monthly Subscription: 14.99
- Zogics:\$126.21
- Staples \$ 61.77

### Suggestions/Concerns

- Pre Plan for Christmas
- 



Rizzetta & Company

Tab 6



Rizzetta & Company

**UPCOMING DATES TO REMEMBER**

- **Next Meeting:** November 7th @ 6:30 PM

**District  
Manager's  
Report**

October 3

**2023**

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<u>FINANCIAL SUMMARY</u>	8/31/2023
General Fund Cash & Investment Balance:	\$363,355
Reserve Fund Cash & Investment Balance:	\$200,654
Debt Service Fund Investment Balance:	\$153,741
<b>Total Cash and Investment Balances:</b>	<b>\$717,730</b>
<b>General Fund Expense Variance: \$14,677</b>	<b>Under Budget</b>

Tab 7



**Sent Via Email: [scraft@rizzetta.com](mailto:scraft@rizzetta.com)**

September 19, 2023

Mr. Sean Craft, District Manager  
The Verandahs Community Development District  
c/o Rizzetta & Company  
5844 Old Pasco Road  
Suite 100  
Wesley Chapel, Florida 33544

Subject: **Work Authorization Number 2024-1  
The Verandahs Community Development District  
District Engineering Services**

Dear Mr. Craft:

Dewberry Engineers Inc. is pleased to submit this this Work Authorization to provide general engineering services for The Verandahs Community Development District (District). We will provide these services pursuant to our current agreement ("District Engineering Agreement") as follows.

**I. General Engineering Services**

The District will engage the services of Dewberry Engineers Inc. (Engineer) as District Engineer to perform those services as necessary, pursuant to the District Engineering Agreement, including attendance at Board of Supervisors meetings, review and approval of requisitions, or other activities as directed by the District's Board of Supervisors.

Our fee for this task will be based on time and materials, in accordance with the enclosed Schedule of Charges. The referenced Schedule of Charges is valid for fiscal year 2024 only. We estimate a budget of \$10,000, plus other direct costs.

**II. Other Direct Costs**

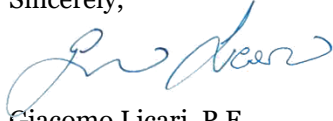
Other direct costs include items such as printing, drawings, travel, deliveries, et cetera. This does not include any of the application fees for the various agencies, which are the owner's responsibility and have not been accounted for in this proposal. We estimate a budget of \$100.

This Work Authorization, together with the referenced District Engineering Agreement, represents the entire understanding between The Verandahs Community Development District and Dewberry Engineers Inc. with regard to the referenced project. If you wish to accept this Work Authorization, please sign where indicated and return one complete copy to Aimee Powell, Senior Office Administrator in our Orlando office at 800 N. Magnolia Avenue, Suite 1000, Orlando, Florida 32803 (or via email at [apowell@dewberry.com](mailto:apowell@dewberry.com)). Upon receipt, we will promptly schedule our services.

Mr. Sean Craft  
The Verandahs CDD  
Work Authorization 2024-1  
September 19, 2023

Thank you for choosing Dewberry Engineers Inc. We look forward to continuing to work with you and your staff.

Sincerely,



Giacomo Licari, P.E.  
Senior Project Manager



Reinardo Malavé, P.E.  
Associate Vice President

*GL:RM:ap*

*J:\Verandahs CDD\Administrative Jobs\Correspondence\The Verandahs CDD District Engineering Services – 09-19-2023 Enclosures*

APPROVED AND ACCEPTED

By: \_\_\_\_\_  
Authorized Representative of  
The Verandahs Community Development District

Date: \_\_\_\_\_

## STANDARD HOURLY BILLING RATE SCHEDULE

### Professional/Technical/Construction/Surveying Services

LABOR CLASSIFICATION	HOURLY RATES
<b>Professional</b>	
Engineer I, II, III	\$115.00, \$135.00, \$155.00
Engineer IV, V, VI	\$170.00, \$195.00, \$225.00
Engineer VII, VIII, IX	\$250.00, \$275.00, \$305.00
Environmental Specialist I, II, III	\$105.00, \$125.00, \$150.00
Senior Environmental Scientist IV, V, VI	\$170.00, \$190.00, \$210.00
Planner I, II, III	\$105.00, \$125.00, \$150.00
Senior Planner IV, V, VI	\$170.00, \$190.00, \$210.00
Landscape Designer I, II, III	\$105.00, \$125.00, \$150.00
Senior Landscape Architect IV, V, VI	\$170.00, \$190.00, \$210.00
Principal	\$350.00
<b>Technical</b>	
CADD Technician I, II, III, IV, V	\$80.00, \$100.00, \$120.00, \$140.00, \$175.00
Designer I, II, III	\$110.00, \$135.00, \$160.00
Designer IV, V, VI	\$180.00, \$200.00, \$220.00
<b>Construction</b>	
Construction Professional I, II, III	\$125.00, \$155.00, \$185.00
Construction Professional IV, V, VI	\$215.00, \$240.00, \$285.00
<b>Survey</b>	
Surveyor I, II, III	\$68.00, \$83.00, \$98.00
Surveyor IV, V, VI	\$115.00, \$125.00, \$145.00
Surveyor VII, VIII, IX	\$160.00, \$190.00, \$235.00
Senior Surveyor IX	\$290.00
Fully Equipped 1, 2, 3 Person Field Crew	\$145.00, \$175.00, \$230.00
<b>Administration</b>	
Administrative Professional I, II, III, IV	\$70.00, \$95.00, \$115.00, \$145.00
Other Direct Costs (Printing, Postage, Etc.)	Cost + 15%



Tab 8

**Cheryl L. Michael**  
12006 Greengate Drive  
Hudson, FL 34669

**Retired, September 1, 2020**

### **Objective**

To obtain a challenging position as an executive administrative assistant which will allow me to both further utilize my skills and acquire new abilities.

### **Skills**

- Strong analytical and organizational skills
- Excellent interpersonal skills, phone manner, office etiquette, and customer service
- Software: Microsoft Publisher, Word, Excel, PowerPoint, Access and Outlook
- Typing 70+wpm
- Web and Wiki page design

### **Employment History**

#### **Baltimore County Public Schools, Executive Director's Office, Zone 2 – Cockeysville Middle School Administrative Assistant – July 1, 2016 – September 1, 2020**

Support two executive directors (elementary and secondary) and 45 schools. Responsible for the day-to-day running of the office which includes (field trips, staffing, overnight travel, urgent personal business requests, and phone calls for these schools). Our office is the primary first contact for all parent-guardian student inquiries-complaints.

#### **Baltimore County Public Schools, Elementary Assistant Superintendent's Office – Greenwood Executive Administrative Assistant – February 18, 2014 – July 1, 2016**

Support two elementary assistant superintendents and 43 elementary schools. Responsible for the day-to-day paperwork (overnight travel, P-card expenditures, field trips, staffing, and phone calls for these schools). Our office is the primary contact for all parent-guardian student complaints representing 103 elementary schools.

#### **Baltimore County Public Schools, Chief Financial Officer, Fiscal Services Division – Timonium-Greenwood C Administrative Assistant – January 14, 2013 – February 18, 2014**

Coordinated the daily operation of the Chief Financial Officers office. This included the scheduling of appointments, spearheading the annual advance, overseeing the conference room scheduling, entering information into BoardDocs for Board of Education approval, working collectively with the other administrative and offices within the Fiscal Services organization, (i.e. Accounting, Budget and Reporting, Food and Nutrition, Payroll, and Purchasing)

#### **Baltimore County Public Schools, Office of Personnel Services – Timonium Personnel Services Assistant – July, 2012 – January 14, 2013**

Perform a variety of complex technical and administrative duties in support of the office of Personnel Services. Gathers, reviews, and composes investigative report documents. Tracks and maintains OIRM database for completeness of records. Assists the EEO office with related investigation tasks as necessary.

#### **Baltimore County Public Schools, Office of Budget and Reporting - Timonium Administrative Secretary III - October, 2009 – July, 2012**

Responsible for providing administrative support to the Office of Budget and Reporting. Duties include the organization, retrieval and archiving of office files. Scheduling meetings and calendar events for the Director and Fiscal staff members. Screening of telephone calls for proper handling within the department. Creation and distribution of school budget materials. Formulation through production of the (3) budget books. Establishing both the Board work session book as well as the Baltimore County Government auditors binder. Administrative backup support to the CFO's office.

#### **Baltimore County Public Schools, Food & Nutrition - Timonium Office - September, 2009 - October, 2009 Clerical support for database entry for the free and reduced lunch program. Battle Grove Elementary - South East Student Support Office Clerical/Administrative Assistant, August, 2009 - September, 2009**

Provided clerical/administrative support in answering phones, taking applications, file maker pro database entries and filing for the shared domicile program.

#### **NovaTech Process Solutions, LLC, Owings Mills, MD Sr. Contracts Administrator, March, 2007 - June, 2009**

Generated purchase order acknowledgements which specifically noted the software, hardware or engineering service deliverables along with any special terms and considerations. Worked with software/hardware engineering, purchasing, legal, manufacturing, and testing and product support to ensure NovaTech exceeded the customer's requirements. Was a member of the quality council with ownership of the customer satisfaction feedback program. Successfully achieved over a 60% return rate on surveys for over 5+ years.

**NovaTech Process Solutions, LLC, Owings Mills, MD**

**Executive Administrator, September, 2003 - March, 2007**

Oversaw interactions between the development engineers and the President. Chartered with creating the requirements, design and test templates documents. Tracked all Research and Development project numbers from initial authorization through closure to ensure financial accountability. Participated in and documented project reviews. Supported the accounting department in tracking and securing outstanding accounts receivables. Generated company invoicing.

**GSE Systems, Columbia (Sykesville), MD**

**Executive Administrator, January, 1995 - September, 2003**

Provided high level administrative workload support for the CEO. Coordination and preparation for monthly Board of Director meeting and the Annual Shareholders meeting were responsibilities. Managed the internal audit program, employee database, new hire orientation program and customer satisfaction feedback program needed for the ISO9001:2000 quality certification. For the years of 2001 and 2002 directed the annual customer user conference event. This entailed the coordination of off-site meeting space, meal planning, session topics and speakers, evening events and financial accounting and reconciliation to company management.

**EMC Systems, Inc. to Texas Instruments acquisition, Hunt Valley, MD**

**Executive Secretary, Office Manager, Executive Administrator, November, 1984 – January, 1995**

Provided high level administrative workload support for the President and seven direct reports. Oversaw the day-to-day operations of the executive office, including supervision of three support personnel. Executive support interface between the Hunt Valley operation of Texas Instruments and Plano, Texas. Instrumental in creating the quality management program, which ultimately led to achieving ISO9001:1987 certification for the site.

**Education**

University of Baltimore, Baltimore, Maryland - Bachelor of Science degree in Criminal Justice - cum laude

Blank Tab

# Gregory P Smith

Seeking an opportunity in the open position on the CDD board.

Licensed Unlimited Chief Engineer

Been in the Marine and Industrial field since 1989.

Resident of Pasco County Fl since 1993. Same zip code 34669. Moved in to the Veranda's in 2015 on Jillian Circle.

Volunteer work from time to time and mostly in disaster relief areas. Storm preparations.

Family of 5. Have been married since 1989 and have 3 sons.

Currently employed as a Port Engineer for Moran Towing. Work mostly out of the Shipyard in Tampa Fl.

Strong engineering experience in Electrical and Machinery.

Thank you for the opportunity to apply

Gregory Smith

12634 Jillian Circle

Hudson Fl 34669

Tab 9



## Egis Insurance & Risk Advisors

Is pleased to provide a

Proposal of Insurance Coverage for:

### The Verandahs Community Development District

Please review the proposed insurance coverage terms and conditions carefully.

Written request to bind must be received prior to the effective date of coverage.

The brief description of coverage contained in this document is being provided as an accommodation only and is not intended to cover or describe all Coverage Agreement terms. For more complete and detailed information relating to the scope and limits of coverage, please refer directly to the Coverage Agreement documents. Specimen forms are available upon request.

## **About FIA**

Florida Insurance Alliance (“FIA”), authorized and regulated by the Florida Office of Insurance Regulation, is a non-assessable, governmental insurance Trust. FIA was created in September 2011 at a time when a large number of Special Taxing Districts were having difficulty obtaining insurance.

Primarily, this was due to financial stability concerns and a perception that these small to mid-sized Districts had a disproportionate exposure to claims. Even districts that were claims free for years could not obtain coverage. FIA was created to fill this void with the goal of providing affordable insurance coverage to Special Taxing Districts. Today, FIA proudly serves and protects nearly 1,000 public entity members.

### **Competitive Advantage**

FIA allows qualifying Public Entities to achieve broad, tailored coverages with a cost-effective insurance program. Additional program benefits include:

- Insure-to-value property limits with no coinsurance penalties
- First dollar coverage for “alleged” public official ethics violations
- Proactive in-house claims management and loss control department
- Risk management services including on-site loss control, property schedule verification and contract reviews
- Complimentary Property Appraisals
- Online Risk Management Education & Training portal
- Online HR & Benefits Support portal
- HR Hotline
- Safety Partners Matching Grant Program

### **How are FIA Members Protected?**

FIA employs a conservative approach to risk management. Liability risk retained by FIA is fully funded prior to the policy term through member premiums. The remainder of the risk is transferred to reinsurers. FIA’s primary reinsurers, Lloyds of London and Hudson Insurance Company, both have AM Best A XV (Excellent) ratings and surplus of \$2Billion or greater.

In the event of catastrophic property losses due to a Named Storm (i.e., hurricane), the program bears no risk as all losses are passed on to the reinsurers.

### **What Are Members Responsible For?**

As a non-assessable Trust, our members are only responsible for two items:

- Annual Premiums
- Individual Member Deductibles

FIA Bylaws prohibit any assessments or other fees.

**Additional information regarding FIA and our member services can be found at [www.fia360.org](http://www.fia360.org).**



Quotation being provided for:

**The Verandahs Community Development District  
c/o Rizzetta & Company  
3434 Colwell Ave, Suite 200  
Tampa, FL 33614**

**Term: October 1, 2023 to October 1, 2024**

**Quote Number: 100123104**

**PROPERTY COVERAGE**

**SCHEDULE OF COVERAGES AND LIMITS OF COVERAGE**

<b>COVERED PROPERTY</b>	
Total Insured Values –Building and Contents – Per Schedule on file totalling	\$322,000
Loss of Business Income	\$1,000,000
Additional Expense	\$1,000,000
<b>Inland Marine</b>	
Scheduled Inland Marine	\$47,725

It is agreed to include automatically under this Insurance the interest of mortgagees and loss payees where applicable without advice.

	<b>Valuation</b>	<b>Coinsurance</b>
Property	Replacement Cost	None
Inland Marine	Actual Cash Value	None

<b>DEDUCTIBLES:</b>		
	\$2,500	Per Occurrence, All other Perils, Building & Contents and Extensions of Coverage.
	5 %	Total Insured Values per building, including vehicle values, for “Named Storm” at each affected location throughout Florida subject to a minimum of \$10,000 per occurrence, per Named Insured.
	Per Attached Schedule	Inland Marine

<b>Special Property Coverages</b>		
<b>Coverage</b>	<b>Deductibles</b>	<b>Limit</b>
Earth Movement	\$2,500	Included
Flood	\$2,500 *	Included
Boiler & Machinery	\$2,500	Included
TRIA		Included

\*Except for Zones A & V see page 8 (Terms and Conditions) excess of NFIP, whether purchased or not

**TOTAL PROPERTY PREMIUM**

**\$5,938**

### **Extensions of Coverage**

If marked with an "X" we will cover the following EXTENSIONS OF COVERAGE under this Agreement, These limits of liability do not increase any other applicable limit of liability.

<b>(X)</b>	<b>Code</b>	<b>Extension of Coverage</b>	<b>Limit of Liability</b>
X	A	Accounts Receivable	\$500,000 in any one occurrence
X	B	Animals	\$1,000 any one Animal \$5,000 Annual Aggregate in any one agreement period
X	C	Buildings Under Construction	As declared on Property Schedule, except new buildings being erected at sites other than a covered location which is limited to \$250,000 estimated final contract value any one construction project.
X	D	Debris Removal Expense	\$250,000 per insured or 25% of loss, whichever is greater
X	E	Demolition Cost, Operation of Building Laws and Increased Cost of Construction	\$500,000 in any one occurrence
X	F	Duty to Defend	\$100,000 any one occurrence
X	G	Errors and Omissions	\$250,000 in any one occurrence
X	H	Expediting Expenses	\$250,000 in any one occurrence
X	I	Fire Department Charges	\$50,000 in any one occurrence
X	J	Fungus Cleanup Expense	\$50,000 in the annual aggregate in any one occurrence
X	K	Lawns, Plants, Trees and Shrubs	\$50,000 in any one occurrence
X	L	Leasehold Interest	Included
X	M	Air Conditioning Systems	Included
X	N	New locations of current Insureds	\$1,000,000 in any one occurrence for up to 90 days, except 60 days for Dade, Broward, Palm Beach from the date such new location(s) is first purchased, rented or occupied whichever is earlier. Monroe County on prior submit basis only
X	O	Personal property of Employees	\$500,000 in any one occurrence
X	P	Pollution Cleanup Expense	\$50,000 in any one occurrence
X	Q	Professional Fees	\$50,000 in any one occurrence
X	R	Recertification of Equipment	Included
X	S	Service Interruption Coverage	\$500,000 in any one occurrence
X	T	Transit	\$1,000,000 in any one occurrence
X	U	Vehicles as Scheduled Property	Included
X	V	Preservation of Property	\$250,000 in any one occurrence
X	W	Property at Miscellaneous Unnamed Locations	\$250,000 in any one occurrence
X	X	Piers, docs and wharves as Scheduled Property	Included on a prior submit basis only

X	Y	Glass and Sanitary Fittings Extension	\$25,000 any one occurrence
X	Z	Ingress / Egress	45 Consecutive Days
X	AA	Lock and Key Replacement	\$2,500 any one occurrence
X	BB	Awnings, Gutters and Downspouts	Included
X	CC	Civil or Military Authority	45 Consecutive days and one mile

## CRIME COVERAGE

<u>Description</u>	<u>Limit</u>	<u>Deductible</u>
Forgery and Alteration	Not Included	Not Included
Theft, Disappearance or Destruction	Not Included	Not Included
Computer Fraud including Funds Transfer Fraud	Not Included	Not Included
Employee Dishonesty, including faithful performance, per loss	Not Included	Not Included

## Deadly Weapon Protection Coverage

Coverage	Limit	Deductible
Third Party Liability	\$1,000,000	\$0
Property Damage	\$1,000,000	\$0
Crisis Management Services	\$250,000	\$0

## AUTOMOBILE COVERAGE

Coverages	Covered Autos	Limit	Premium
Covered Autos Liability	8,9	\$1,000,000	Included
Personal Injury Protection	N/A		Not Included
Auto Medical Payments	N/A		Not Included
Uninsured Motorists including Underinsured Motorists	N/A		Not Included
Physical Damage Comprehensive Coverage	N/A	Actual Cash Value Or Cost Of Repair, Whichever Is Less, Minus Applicable Deductible (See Attached Schedule) For Each Covered Auto, But No Deductible Applies To Loss Caused By Fire or Lightning.  See item Four for Hired or Borrowed Autos.	Not Included
Physical Damage Specified Causes of Loss Coverage	N/A	Actual Cash Value Or Cost Of Repair, Whichever Is Less, Minus Applicable Deductible (See Attached Schedule) For Each Covered Auto For Loss Caused By Mischief Or Vandalism  See item Four for Hired or Borrowed Autos.	Not Included
Physical Damage Collision Coverage	N/A	Actual Cash Value Or Cost Of Repair, Whichever Is Less, Minus Applicable Deductible (See Attached Schedule) For Each Covered Auto  See item Four for Hired or Borrowed Autos.	Not Included
Physical Damage Towing And Labor	N/A	\$0 For Each Disablement Of A Private Passenger Auto	Not Included

**GENERAL LIABILITY COVERAGE (Occurrence Basis)**

Bodily Injury and Property Damage Limit	\$1,000,000
Personal Injury and Advertising Injury	Included
Products & Completed Operations Aggregate Limit	Included
Employee Benefits Liability Limit, per person	\$1,000,000
Herbicide & Pesticide Aggregate Limit	\$1,000,000
Medical Payments Limit	\$5,000
Fire Damage Limit	Included
No fault Sewer Backup Limit	\$25,000/\$250,000
General Liability Deductible	\$0

**PUBLIC OFFICIALS AND EMPLOYMENT PRACTICES LIABILITY (Claims Made)**

Public Officials and Employment Practices Liability Limit	Per Claim	\$1,000,000
	Aggregate	\$2,000,000
Public Officials and Employment Practices Liability Deductible		\$0

Supplemental Payments: Pre-termination \$2,500 per employee - \$5,000 annual aggregate.  
Non-Monetary \$100,000 aggregate.

Cyber Liability sublimit included under POL/EPLI

Media Content Services Liability  
Network Security Liability  
Privacy Liability  
First Party Extortion Threat  
First Party Crisis Management  
First Party Business Interruption  
Limit: \$100,000 each claim/annual aggregate



## PREMIUM SUMMARY

The Verandahs Community Development District  
c/o Rizzetta & Company  
3434 Colwell Ave, Suite 200  
Tampa, FL 33614

Term: October 1, 2023 to October 1, 2024

Quote Number: 100123104

### PREMIUM BREAKDOWN

Property (Including Scheduled Inland Marine)	\$5,938
Crime	Not Included
Automobile Liability	Not Included
Hired Non-Owned Auto	Included
Auto Physical Damage	Not Included
General Liability	\$4,272
Public Officials and Employment Practices Liability	\$2,958
Deadly Weapon Protection Coverage	Included
<b>TOTAL PREMIUM DUE</b>	<b>\$13,168</b>

#### IMPORTANT NOTE

Defense Cost - Outside of Limit, Does Not Erode the Limit for General Liability, Public Officials Liability, and Employment related Practices Liability.

Deductible does not apply to defense cost. Self-Insured Retention does apply to defense cost.

Additional Notes:

(None)



**PARTICIPATION AGREEMENT**  
**Application for Membership in the Florida Insurance Alliance**

The undersigned local governmental entity, certifying itself to be a public agency of the State of Florida as defined in Section 163.01, Florida Statutes, hereby formally makes application with the Florida Insurance Alliance ("FIA") for continuing liability and/or casualty coverage through membership in FIA, to become effective 12:01 a.m., 10/01/2023, and if accepted by the FIA's duly authorized representative, does hereby agree as follows:

- (a) That, by this reference, the terms and provisions of the Interlocal Agreement creating the Florida Insurance Alliance are hereby adopted, approved and ratified by the undersigned local governmental entity. The undersigned local governmental entity certifies that it has received a copy of the aforementioned Interlocal Agreement and further agrees to be bound by the provisions and obligations of the Interlocal Agreement as provided therein;
- (b) To pay all premiums on or before the date the same shall become due and, in the event Applicant fails to do so, to pay any reasonable late penalties and charges arising therefrom, and all costs of collection thereof, including reasonable attorneys' fees;
- (c) To abide by the rules and regulations adopted by the Board of Directors;
- (d) That should either the Applicant or the Fund desire to cancel coverage; it will give not less than thirty (30) days prior written notice of cancellation;
- (e) That all information contained in the underwriting application provided to FIA as a condition precedent to participation in FIA is true, correct and accurate in all respects.

The Verandahs Community Development District

\_\_\_\_\_  
(Name of Local Governmental Entity)

By: Stanley Haupt  
Signature

STANLEY HAUPT  
Print Name

Witness By: Sean Craft  
Signature

Sean Craft  
Print Name

IS HEREBY APPROVED FOR MEMBERSHIP IN THIS FUND, AND COVERAGE IS EFFECTIVE October 1, 2023

By: \_\_\_\_\_  
Administrator



PROPERTY VALUATION AUTHORIZATION

The Verandahs Community Development District
c/o Rizzetta & Company
3434 Colwell Ave, Suite 200
Tampa, FL 33614

QUOTATIONS TERMS & CONDITIONS

- 1. Please review the quote carefully for coverage terms, conditions, and limits.
2. The coverage is subject to 25% minimum earned premium as of the first day of the "Coverage Period".
3. Total premium is late if not paid in full within 30 days of inception, unless otherwise stated.
4. Property designated as being within Flood Zone A or V (and any prefixes or suffixes thereof) by the Federal Emergency Management Agency (FEMA), or within a 100 Year Flood Plain as designated by the United States Army Corps of Engineers, will have a Special Flood Deductible equal to all flood insurance available for such property under the National Flood Insurance Program, whether purchased or not or 5% of the Total Insured Value at each affected location whichever the greater.
5. The Florida Insurance Alliance is a shared limit. The limits purchased are a per occurrence limit and in the event an occurrence exhaust the limit purchased by the Alliance on behalf of the members, payment to you for a covered loss will be reduced pro-rata based on the amounts of covered loss by all members affected by the occurrence. Property designated as being within.
6. Coverage is not bound until confirmation is received from a representative of Egis Insurance & Risk Advisors.

I give my authorization to bind coverage for property through the Florida Insurance Alliance as per limits and terms listed below.

- Building and Content TIV \$322,000 As per schedule attached
Inland Marine \$47,725 As per schedule attached
Auto Physical Damage Not Included

Signature: Stanley Haupt Date: 9-25-2023
Name: STANLEY HAUPT
Title: CHAIRMAN





**The Verandahs Community Development District**

Policy No.: 100123104  
 Agent: Egis Insurance Advisors LLC (Boca Raton, FL)

Unit #	Description		Year Built	Eff. Date	Building Value		Total Insured Value
	Address		Const Type	Term Date	Contents Value		
	Roof Shape	Roof Pitch			Roof Covering	Covering Replaced	Roof Yr Blt
1	Clubhouse		2019	10/01/2023	\$322,000		\$322,000
	12375 Chenwood Avenue Hudson FL 34669		Joisted masonry	10/01/2024			
			<b>Total:</b>	Building Value \$322,000	Contents Value \$0	Insured Value \$322,000	

Sign: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_



Inland Marine Schedule

***The Verandahs Community Development District***

Policy No.: 100123104  
Agent: Egis Insurance Advisors LLC (Boca Raton, FL)

Item #	Department Description	Serial Number	Classification Code	Eff. Date Term Date	Value	Deductible
1	Fitness Equipment - Max Any One Item \$15,000		Rented, borrowed, leased equipment	10/01/2023 10/01/2024	\$15,725	\$1,000
2	Fitness Equipment - Max Any One Item \$15,000		Other inland marine	10/01/2023 10/01/2024	\$32,000	\$1,000
				<b>Total</b>	<b>\$47,725</b>	

Sign: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

Tab 10

**SECOND ADDENDUM TO THE CONTRACT FOR  
PROFESSIONAL AMENITY SERVICES**

This Second Addendum to the Contract for Professional Amenity Services (this “**Second Addendum**”), is made and entered into as of the 2023 day of October 1st (the “**Effective Date**”), by and between The Verandahs Community Development District, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, located in the Pasco County, Florida (the “**District**”), and Rizzetta & Company, Inc., a Florida corporation (the “**Consultant**”).

**RECITALS**

**WHEREAS**, the District and the Consultant entered into the Contract for Professional Amenity Services dated October 1, 2019 (the “**Contract**”), incorporated by reference herein; and

**WHEREAS**, the District and the Consultant desire to amend Exhibit B of the Fees and Expenses section of the Contract as further described in this Addendum; and

**WHEREAS**, the District and the Consultant each has the authority to execute this Addendum and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this Addendum so that this Addendum constitutes a legal and binding obligation of each party hereto.

**NOW, THEREFORE**, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which is hereby acknowledged, the District and the Consultant agree to the changes to Exhibit B attached.

The amended Exhibit B is hereby ratified and confirmed. All other terms and conditions of the Contract remain in full force and effect.

**IN WITNESS WHEREOF** the undersigned have executed this Second Addendum as of the Effective Date.

**Rizzetta & Company, Inc.**

**The Verandahs  
Community Development District**

By: \_\_\_\_\_  
William J. Rizzetta, President

By: \_\_\_\_\_  
Chairman of the Board of Supervisors



Rizzetta & Company

Rev. 2017-03-13 – WJR/ED

**EXHIBIT B  
SCHEDULE OF FEES**

<b>AMENITY MANAGEMENT SERVICES:</b>	
Services will be billed bi-weekly, payable in advance of each bi-week pursuant to the following schedule for the period of <b>October 1, 2023 to September 30, 2024.</b>	
<b>PERSONNEL:</b>	
<b>Part Time Personnel (30 hours per week)</b>	
- Clubhouse Coordinator	
	<b>ANNUAL</b>
Budgeted Personnel Total <sup>(1)</sup>	\$ 33,636.
General Management and Oversight <sup>(2)</sup>	\$ 10,080.
<b>Total Services Cost:</b>	<b>\$ 43,716</b>

(1). Budgeted Personnel: These budgeted costs reflect full personnel levels required to perform the services outlined in this contract. Personnel costs includes: All direct costs related to the personnel for wages, Full-Time benefits, applicable payroll-related taxes, workers' compensation, and payroll administration and processing.

(2). General Management and Oversight: The costs associated with Rizzetta & Company, Inc.'s expertise and time in the implementation of the day to day scope of services, management oversight, hiring, and training of staff.



Tab 11

**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 Regular Meeting of the Board of Supervisors of The Verandahs Community Development District was held on **Tuesday, September 5, 2023, at 6:33 p.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, Assistant Secretary</b>
Sarah Nesheiwat	<b>Board Supervisor, Assistant Secretary</b>

**Also Present Were:**

Matt Huber	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Jason Liggett	<b>FSM, Rizzetta &amp; Co., Inc</b>
Whitney Sousa	<b>DC, Straley, Robin, Vericker (via phone)</b>
Ray	<b>District Engineer, Dewberry Engineering</b>
(via phone)	
Wesley Elias	<b>Clubhouse Manager</b>
Josh Hamilton	<b>Yellowstone Landscape (via phone)</b>

Audience	<b>Present</b>
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**FIRST ORDER OF BUSINESS**

**Call To Order**

Mr. Huber called the meeting to order and conducted the roll call, confirming a quorum for the meeting at approximately 6:33 p.m.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

Audience comments included a Board discussion of the CDD taking over from the HOA the striping and painting lines on Chenwood Blvd. to the main entrance of 52. Upon further review by District Counsel, this was deemed County Property and recommended

45 that the CDD not do this work. Further discussion included recommendations for the  
46 residents to contact their representative County Commissioner to place this work as a  
47 high priority with the County.

48

49 **THIRD ORDER OF BUSINESS**

**Staff Reports**

50

51 **A. Solitude**

52 The Board reviewed the aquatic reports and asked that updates be included  
53 in future monthly reports for site #150 be ongoing over the next two months.

54

55 **B. Landscape Inspection Specialist**

56 The Board reviewed the inspection report. It was noted that the landscaper  
57 will need to continue to communicate when areas are skipped/missed  
58 due to the rain.

59

60 A copy of the current Landscape Maintenance agreement was sent to the  
61 Board per their request.

62

63 **C. Yellowstone**

64 Mr. Hamilton presented the report to the Board. Yellowstone will provide a  
65 replacement for the loropetalum as mentioned.

66

67 Yellowstone was advised to mow in the areas where Hi-Trim has  
68 performed their cutbacks.

69

70 **i. Review of Irrigation Wet Check Report**

71 The Board asked that Mr. Craft perform an audit of past irrigation repairs  
72 for any 2 inches or less for any invoices from Yellowstone on these.

73

74 **ii. Ratification of Sod Replacement Proposal**

<p>On a motion by Mr. May and seconded by Mr. Haupt, with all in favor, the Board of Supervisors ratified the clubhouse sod replacement proposal in the amount of \$5,619.21, for The Verandahs Community Development District.</p>
---

75

76 **D. Hi Trim**

77 The Board had no questions or comments on the Hi-Trim report (keep up  
78 the good work)

79

80 **E. District Counsel**

81 Whitney Sousa introduced herself and had no major items to report.

82

83 **F. District Engineer**

84 District Engineer had no major report but offered assistance with  
85 contacting the County Commissioner regarding the Chenwood Blvd.



86 repairs, painting and striping as previously discussed by the Board.  
87

88 **G. Clubhouse Manager's Report**

89 Mr. Elias presented his Clubhouse Manager's report to the Board. He also  
90 updated the Board on the status of the new desktop and the transfer of files  
91 on it. As well as repairs to card readers that suffered damage from  
92 vandalism during the hurricane. The Board authorized Mr. Elias to completely  
93 shut down the access system during future storms to prevent further damage.  
94

95 **H. District Manager**

96 Mr. Huber reminded the Board the next meeting is scheduled for October  
97 3, 2023, at 6:30 pm at The Verandahs Clubhouse, located at 12375  
98 Chenwood Ave, Hudson, FL 34669.  
99

100 Mr. Huber presented the management and 2nd Quarter website audit report  
101 to the Board. There were no questions of comments on the reports.  
102

103 **FOURTH ORDER OF BUSINESS**

**Acceptance of Sara Henk Resignation**

104  

On a motion by Mr. May, and seconded by Ms. Mayle, with all in favor, the Board of Supervisors accepted the resignation of Sara Henk as Board Supervisor for Seat 3 with a term that expires in 2024, for The Verandahs Community Development District.

105  
106 The Board asked that the District Manager reach out to the HOA for the eblast  
107 letting the residents know there is still a vacancy on the CDD Board  
108

109 **FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-011,  
Re-Designating Officers of the District**

110  
111  
112 This item was tabled pending the appointment of a replacement Supervisor.  
113

114 **SIXTH ORDER OF BUSINESS**

**Consideration of Minutes of Board of  
Supervisors' Regular Meeting Held on  
August 1, 2023**

115  
116  
117  

On a motion by Mr. Haupt, and seconded by Ms. Nesheiwat, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors' Regular Meeting Held on August 1, 2023, s presented, for The Verandahs Community Development District.

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126

**SEVENTH ORDER OF BUSINESS**

**Consideration of Operation and  
Maintenance Expenditures for July  
2023**

On a motion by Mr. May, and seconded by Mr. Haupt, with all in favor, the Board of Supervisors ratified the Operation and Maintenance Expenditures for July 2023, totaling \$19,195.41, for The Verandahs Community Development District.

127  
128  
129

**EIGHTH ORDER OF BUSINESS**

**Supervisor Requests**

Mr. May expressed concern about issues with clubhouse email and transfer of files to the new computer.

Mr. Haupt provided the Board with an update on Stellar's Electric work.

Ms. Nesheiwat requested that the Landscape inspection report be completed closer to the CDD meeting date (within 14 days of it, so the report and contractor's response can be included in the agenda). Mr Huber offered to check to see if this was possible.

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**NINTH ORDER OF BUSINESS**

**Adjournment**

Mr. Huber stated that if there were no further business to come before the Board of Supervisors, then a motion to adjourn would be in order.

On a motion by Mr. May, and seconded by Ms. Mayle, with all in favor, the Board of Supervisors adjourned the meeting at 8:02 p.m., for The Verandahs Community Development District.

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149

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

\_\_\_\_\_  
Chair/Vice Chair

150

Tab 12

# The Verandahs Community Development District

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District Office · Wesley Chapel, Florida · (813) 993-5571  
Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614  
[www.verandahscdd.org](http://www.verandahscdd.org)

## **Operations and Maintenance Expenditures August 2023 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from August 1, 2023 through August 31, 2023. This does not include expenditures previously approved by the Board.

The total items being presented:    **\$63,385.07**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

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

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

# The Verandahs Community Development District

## Paid Operation & Maintenance Expenditures

August 1, 2023 Through August 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Brenda Jefferson	100304	081223-Brenda Jefferson	Rental Deposit Refund 08/23	\$ 250.00
D S Boring LLC	100279	2023226 7/23	Directional Bore 07/23	\$ 2,254.00
Dewberry Engineers, Inc.	100280	2308628-01 06/23	Engineering Services 06/23	\$ 340.00
Dewberry Engineers, Inc.	100280	2308628-02 06/23	Engineering Services 06/23	\$ 3,862.50
Digital South Communications, Inc.	100284	593519203	Monthly Phone Service 08/23	\$ 40.72
FitRev, Inc.	100300	28921 8/23	Diagnostic Call 08/23	\$ 185.00
FitRev, Inc.	100309	29097	Fitness Equipment Repair Parts 08/23	\$ 949.55
Frontier Florida, LLC	ACH	727-856-7773-073119-5 08/23 Auto Draft	Clubhouse Internet & TV 08/23	\$ 131.76
High Trim, LLC	100285	4918	Tree Maintenance (Chenwood Ave) 08/23	\$ 3,200.00
Joshua Guy	100305	081323-Joshua Guy	Rental Deposit Refund 08/23	\$ 250.00
Pasco County Utilities	ACH	18710415 06/23 Auto Draft	12375 Chenwood Avenue 06/23	\$ 77.53
Pasco County Utilities	ACH.	18866543 Auto Pay	12375 Chenwood Avenue 07/23	\$ 77.53

# The Verandahs Community Development District

## Paid Operation & Maintenance Expenditures

August 1, 2023 Through August 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Pathward, National Association	ACH	229542 07/23 Auto Pay	Lease 193024-VF000 07/23	\$ 323.75
Rizzetta & Company, Inc.	100294	INV0000081490 07/23	Amenity Management & Oversight Personnel 07/23	\$ 1,876.66
Rizzetta & Company, Inc.	100282	INV0000082208 08/23	District Management Fees 08/23	\$ 4,668.17
Rizzetta & Company, Inc.	100292	INV0000082319	Amenity Management & Oversight Personnel 08/23	\$ 1,887.50
Rizzetta & Company, Inc.	100308	INV0000082349	Out of Pocket Expenses 07/23	\$ 151.53
Rizzetta & Company, Inc.	100303	INV0000082978	Personnel Reimbursement 08/18/23	\$ 1,112.46
Sarah Nesheiwat	100286	SN071123	Board of Supervisor Meeting 07/11/23	\$ 200.00
Sarah Nesheiwat	100295	SN080123	Board of Supervisor Meeting 08/1/23	\$ 200.00
Securiteam, Inc.	100283	17181 8/23	Quarterly Monitoring 08/23	\$ 150.00
Solitude Lake Management, LLC	100287	PSI-99917	Pond Maintenance 08/23	\$ 1,288.00
Stanley Haupt	100288	SH071123	Board of Supervisor Meeting 07/11/23	\$ 200.00
Stanley Haupt	100296	SH080123	Board of Supervisor Meeting 08/1/23	\$ 200.00

# The Verandahs Community Development District

## Paid Operation & Maintenance Expenditures

August 1, 2023 Through August 31, 2023

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Staples	100297	3544485889 7/23	Office Supplies 07/23	\$ 106.95
Stellar Electrical Services, LLC	100301	6292023001	Replace Monument Sign Light Fixture 08/23	\$ 1,476.75
Stellar Electrical Services, LLC	100306	6292023002	Add Landscape Seasonal Duplex Receptacle 08/23	\$ 2,601.67
Suncoast Rust Control, Inc.	100289	6034	Chemicals for Rust Prevention 08/23	\$ 1,250.00
Suncoast Sparkling Cleaning Service, Inc	100290	368	Clubhouse Cleaning 07/23	\$ 375.00
The Verandahs CDD	DC080323	DC080323	Debit Card Replenishment 08/23	\$ 280.07
The Verandahs CDD	DC080823	DC080823	Debit Card Replenishment 08/23	\$ 828.99
Thomas M. May	100291	TM071123	Board of Supervisor Meeting 07/11/23	\$ 200.00
Thomas M. May	100298	TM080123	Board of Supervisor Meeting 08/1/23	\$ 200.00
Tracy E. Mayle	100299	TM080123	Board of Supervisor Meeting 08/1/23	\$ 200.00
Waste Management Inc. of Florida	100302	0876614-1568-4	Waste Removal Clubhouse Quarterly 09/2	\$ 53.97
Withlacoochee River Electric Cooperative, Inc.	ACH	Summary Billing 07/23 Auto Draft	Summary Billing 07/23	\$ 3,948.29

# The Verandahs Community Development District

## Paid Operation & Maintenance Expenditures

August 1, 2023 Through August 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Yellowstone Landscape	100281	TM 561802 07/23	Landscape Enhancement - Sod Installation 07/23	\$ 7,800.00
Yellowstone Landscape	100281	TM551522 07/23	Monthly landscape 07/23	\$ 9,070.08
Yellowstone Landscape	100307	TM 565175	Monthly landscape 08/23	\$ 10,716.64
Yellowstone Landscape	100307	TM 574791	Landscape Enhancement - Blue Daze Install 08/23	<u>\$ 400.00</u>
<b>Report Totals</b>				<b><u>\$ 63,385.07</u></b>