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**MINUTES OF MEETING
THE VERANDAHS
COMMUNITY DEVELOPMENT DISTRICT**

The Regular Meeting of the Board of Supervisors of the Verandahs Community Development District was held on Wednesday, November 6, 2013 at 8:00 a.m. at Florida Design Consultants, 3030 Starkey Boulevard, New Port Richey, Florida.

FIRST ORDER OF BUSINESS - Roll Call

Mr. St. Dennis called the meeting to order.

The Board members introduced themselves for the record.

Present were:

Craig Hotop	Chairman
Nancy Smith	Vice Chairman
Thomas May	Supervisor

Also present were:

Bruce St. Denis	Manager
Mark Straley	Attorney (via phone)
Jeff Denny	Engineer
Patricia Comings-Thibault	DPFG (via phone)
Jodi Roberts	HOA Manager

Mr. St. Dennis established a quorum of the Board was present.

SECOND ORDER OF BUSINESS – Audience Comments on Agenda Items

There being none, the next item followed.

THIRD ORDER OF BUSINESS – Administrative Matters

A. Approval of Minutes

➤ **October 2, 2013**

➤ **October 8, 2013**

Mr. St. Denis stated each Board member received a copy of the minutes of the October 2, 2013 and October 8, 2013 regular Board meetings and requested any additions, corrections or deletions.

Ms. Roberts stated the October 8, 2013 minutes should reflect that Jeff Denny, Engineer, was present for the meeting.

1 On MOTION by Ms. Smith, SECONDED by Mr. May, WITH ALL IN FAVOR, the
2 Board approved the Minutes of October 2, 2013 and October 8, 2013 meetings, as
3 amended.
4

5 **B. Acceptance of September Financial Statements**

6 Ms. Thibault reviewed the financial statements as of September 2013.

7 Ms. Smith requested Ms. Thibault to research if the Bonds could be refinanced at
8 a lower rate.

9 Following discussion, Ms. Smith requested information on the current interest rate
10 on the bonds, interest rate received by the recent refinancing, and potential savings to the
11 community.
12

13 On MOTION by Ms. Smith, SECONDED by Mr. May, WITH ALL IN FAVOR, the
14 Board accepted the September Financial Statements.
15

16 **C. Adoption of Resolution 2014-2, Election of Officers**

17 Mr. St. Denis stated this resolution appoints me as Secretary and Patricia
18 Comings-Thibault as Treasurer, moves both John Daugirda and Rick Woodville has
19 moved over to become a District Management as Assistant Secretaries, and we can leave
20 the Board officers as they are currently designated.
21

22 On MOTION by Ms. Smith, SECONDED by Mr. May, WITH ALL IN FAVOR, the
23 Board adopted Resolution 2014-2, Election of Officers: Craig Hotop Chair, Nancy Smith
24 Vice Chair, Bruce St. Denis Secretary, Patricia Comings-Thibault Treasurer, Bruce St
25 Denis & Maik Aagaard as Assistant Secretary, John Daugirda, Richard Woodville, Jean
26 M. Rugg, Carolyn Stewart, Laura Coffey, Thomas May and Joe Fulghum Assistant
27 Secretaries.
28

29 **D. Approval of Berger, Toombs, Elam, Gaines & Frank Engagement Letter to
30 Perform Audit for FYE 2013**

31 Mr. St. Denis reviewed the Auditor engagement letter for the Fiscal Year ended
32 2013 with Berger Toombs.

33 Following discussion,
34

1 On MOTION by Ms. Smith, SECONDED by Mr. May, WITH ALL IN FAVOR, the
2 Board approved Berger, Toombs, Elam, Gaines & Frank Engagement Letter for Fiscal
3 Year Ending 2013 Audit.

4
5 **FOURTH ORDER OF BUSINESS - Business Matters**

6 **A. Updates:**

7 ➤ **Street Drains**

8 Mr. Denny stated we did an inspection and a copy of the report was distributed to
9 the Board separately. There are contractors that will come out and patch up the damaged
10 areas.

11 Ms. Smith asked did we find out who is responsible?

12 Mr. Denny stated the plat in December 2005 dedicated the right-of-ways to the
13 HOA, but there is a notation it dedicated by a separate instrument which may define if it
14 is the road, curbs, streetlights, etc.

15 Mr. Hotop stated it may have been by a quit claim deed or a warranty deed from
16 Len-Verandahs LLP who was the owner to The Verandahs HOA. I don't know if it
17 broke it out in detail. If Tract A was the back sidewalk to back sidewalk that would
18 include the street drains. It tends to coincide with what the bonds paid for.

19 Ms. Smith stated we need to find the instrument to be sure.

20 Mr. St. Denis stated once Mr. Hotop locates the instrument, he can send it to me
21 and I will forward to the Board and attorney. If it is not clear, I will contact Ms. Tonja
22 Stewart to find out what the bonds paid for.

23
24 ➤ **Fire Hazard Assessment**

25 Ms. Roberts stated I am working with USFS for recommendations and have not
26 hear back. I will bring their recommendation to the December meeting. We are within
27 their requirements, but there is one area closely behind the homes the Supervisor are
28 concerned about.

29 Mr. May stated there are about 200 acres of woodlands that the CDD is
30 responsible for.

31 Ms. Smith requested someone from DPFPG to assist Ms. Roberts in contacting
32 USFS.

1 > **Street Lights Installation on Chenwood**

2 Ms. Roberts stated Mr. May and I looked at the area where the lights are to be
3 installed. The Withalacoochee River Electric Cooperative ("Cooperative") no longer
4 does the illumination study; we would have to do it ourselves. We thought that it would
5 be easy to change out the decorative light and replace them with the Cobra light, but in
6 talks with Cooperative we learned that we would have to do three or four bores and
7 trenching first. The boring is approximately \$3,000, plus the trenching, which would be a
8 total of \$6,000 to get it ready for the Cooperative. Another option was overhead wiring.
9 Monthly cost is the same.

10 Ms. Smith asked how will this affect the long term landscape project?

11 Ms. Roberts responded they cannot make any guarantees. By trenching we can
12 save some landscaping. I told all the prospective vendors the Board is holding off on the
13 landscape project until March or April.

14 Ms. Smith stated when we do the lighting project, we should do minimal amount
15 of replacement until we do the landscape project.

16 Ms. Roberts stated we recommend installing two decorative lights along
17 Chenwood on the inside. It is cheaper for us to do a new install than it is to relocate, and
18 all we have to pay for is the deposit of \$1,572, on top of the \$3,285 for the seven 30'
19 poles with Cobra lights. I recommend the District enter into two new lighting agreements
20 (one for the two lights inside the gate and one for the seven lights outside the gate). I am
21 hoping the Board will approve the proposal, two lighting agreements with Cooperative
22 for infrastructure work and authorize the Chairman to negotiate and execute the
23 agreements.

24

25 On MOTION by Ms. Smith, SECONDED by Mr. May, WITH ALL IN FAVOR, the
26 Board approved the Withalacoochoee River Electric Cooperative Proposals, and
27 associated infrastructure work, (roughly \$11,000 outlined above); and authorize the chair
28 to negotiate and execute the two lighting agreements.

29

30 Mr. Hotop stated I found the document between Len-Verandahs LLP and The
31 Verandahs of Pasco Community Association for Tracts P1, P2 and A, subject to any
32 covenants, easements, and restrictions of record, if any. It is a general document.

1 Ms. Smith stated Mr. St. Denis will have to get with Ms. Tonja Stewart to find out
2 what the bonds paid for.

3

4 ➤ **Landscape Enhancement Project**
5 Project is on hold until March/April.

6

7 **B. Additional Matters**
8 There being no report, the next item followed.

9

10 **FIFTH ORDER OF BUSINESS -- Staff Reports**

11 **A. Manager**
12 There being no report, the next item followed.

13

14 **B. Field Management**
15 Ms. Roberts stated the fall annuals have been installed. I reached out to Austin
16 Outdoors and asked for an updated proposal and I was told I will have it within the next
17 week. I also asked if they could hold prices until Spring and they agreed.

18 The check from GEICO was received, but made out to HOA and had to be sent
19 back and recut. It has been deposited and there will be a check made out to the CDD for
20 the replacement of the tree.

21 In our inspection we identified lights being obstructed by some trees and they are
22 being trimmed.

23 The fertilized has been put down and you will see them putting down a chemical
24 to kill the weeds, because the fertilizer is doing its job.

25 Ms. Smith requested Ms. Roberts to obtain LMP's plan to ensure the grass is in
26 place for the spring for the common areas.

27 Ms. Roberts stated FDS did an inspection of the utility boxes, and nothing is of a
28 great concern. I contacted Withalocoochoe River Electric Cooperative, and they will
29 come level out the boxes, and also paint for no charge; however, it is subject to the work
30 load. They will also paint the light poles, so we are going through the community and
31 giving them that list as well.

32 Lastly, Blue Water Aquatics treated the areas, and came back out 30 days later to
33 cut back some brush, and re-treat Pond 60. I think we will find a vast improvement.

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C. Attorney

There being no report, the next item followed.

D. Engineer

Mr. Denny provided a written report on Miscellaneous Items Observed During Field Inspection, a copy of which is attached hereto and made a part of the permanent record.

SIXTH ORDER OF BUSINESS - Audience Comments

There being none, the next item followed.

SEVENTH ORDER OF BUSINESS - Supervisor Request

Ms. Smith asked can any of the woodland areas that the District owns be used as parking lots around the community.

Mr. Hotop stated a lot of the tracts say they are subject to conservation, so we will need to look into it.

Mr. Denny stated I can have a pre-application meeting with the county to find out their viewpoints on it, and potential approval.

On MOTION by Ms. Smith, SECONDED by Mr. Hotop, WITH ALL IN FAVOR, the Board approved the expenditure for FDC to have a pre-application meeting with the county.

EIGHTH ORDER OF BUSINESS - Adjournment

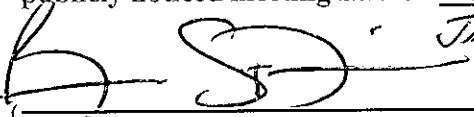
There being no further business,

On MOTION by Ms. Smith, SECONDED by Mr. Hotop, WITH ALL IN FAVOR, the Board meeting was adjourned.

**These minutes were prepared in summary format.*

**Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that 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.*

1 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a
2 publicly noticed meeting held on ~~April~~ / 2014.

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4 
5 _____

6 Signature

7 BRUCE ST. DENIS
8

9 Printed Name

10
11 ~~Title:~~

- 12 Secretary
13 Assistant Secretary

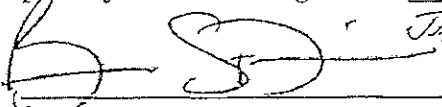
Signature

Printed Name

Title:

- Chairman
 Vice Chairman

1 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a
2 publicly noticed meeting held on ~~SEPT~~ 2014

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4 
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6 Signature

7 BRUCE ST. DENIS
8
9 Printed Name

10
11 Title:
12 Secretary
13 Assistant Secretary


Signature

NANCY SMITH
Printed Name

Title:
 Chairman
 Vice Chairman