



**VERONA WALK
COMMUNITY DEVELOPMENT
DISTRICT**

**COLLIER COUNTY
REGULAR BOARD MEETING
JANUARY 16, 2020
10:00 A.M.**

Special District Services, Inc.
The Oaks Center
2501A Burns Road
Palm Beach Gardens, FL 33410

www.veronawalkcdd.org
561.630.4922 Telephone
877.SDS.4922 Toll Free
561.630.4923 Facsimile

AGENDA
VERONA WALK COMMUNITY DEVELOPMENT DISTRICT
Town Center at Verona Walk
8090 Sorrento Lane
Naples, Florida 34114
REGULAR BOARD MEETING
January 16, 2020
10:00 a.m.

- A. Call to Order
- B. Pledge of Allegiance
- C. Proof of Publication.....Page 1
- D. Establish Quorum
- E. Additions or Deletions to Agenda
- F. Comments from the Public
- G. Approval of Minutes
 - 1. October 17, 2019 Regular Board Meeting.....Page 2
- H. Old Business
 - 1. Update Regarding Vendors (CDD and/or HOA) use of District Property
 - a. Discussion Regarding Working Relationship with the Landscape & Irrigation Committee
- I. New Business
 - 1. Consider Resolution No. 2020-01 – Establishing Polies and Procedures for ACC Process.....Page 6
 - 2. Discussion Regarding Language to be used for Installation of Drainpipes into the Ponds (Liability/Length for Stabilization/Insurance)
 - 3. Discussion Regarding Recreational Usage of the Lakes
 - 4. Presentation on Lake Bank Planting for Approval – Mr. & Mrs. Lonergan
- J. Administrative Matters
 - 1. District Attorney Update
 - 2. District Engineer Update
 - 3. Field Inspector Update
 - 4. District Manager Update
 - a. Financials.....Page 11
- K. Board Members Comments
- L. Adjourn

Published Daily
Naples, FL 34110

VERONA WALK COMMUNITY DEV.
2501 A BURNS RD

PALM BEACH GARDENS, FL 33410

VERONA WALK
COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2019/2020 REGULAR MEETING SCHEDULE

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Verona Walk Community Development District will hold Regular Meetings at 10:00 a.m. in the Town Center at Verona Walk located at 8090 Sorrento Lane, Naples, Florida 34114, on the following dates:

October 17, 2019
November 21, 2019
December 19, 2019
January 16, 2020
February 20, 2020
March 19, 2020
April 16, 2020
May 21, 2020
June 18, 2020
July 16, 2020
August 20, 2020
September 17, 2020

Affidavit of Publication

STATE OF WISCONSIN
COUNTY OF BROWN

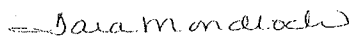
Before the undersigned they serve as the authority, personally appeared said legal clerk who on oath says that he/she serves as Legal Clerk of the Naples Daily News, a daily newspaper published at Naples, in Collier County, Florida; distributed in Collier and Lee counties of Florida; that the attached copy of the advertising was published in said newspaper on dates listed. Affiant further says that the said Naples Daily News is a newspaper published at Naples, in said Collier County, Florida, and that the said newspaper has heretofore been continuously published in said

Collier County, Florida; distributed in Collier and Lee counties of Florida, each day and has been entered as second class mail matter at the post office in Naples, in said Collier County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he has neither paid nor promised any person, or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Published: October 7, 2019



Subscribed and sworn to before on October 7, 2019:



Notary, State of WI, County of Brown

TARA MONDLOCH
Notary Public
State of Wisconsin

My commission expires August 6, 2021

The purpose of the meetings is to conduct any business coming before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Copies of the Agendas for any of the meetings may be obtained from the District's website or by contacting the District Manager at (239) 444-5790 and/or toll free at 1-877-737-4922 prior to the date of the particular meeting.

From time to time one or more Supervisors may participate by telephone; therefore, at the location of these meetings there will be a speaker telephone present so that interested persons can attend the meetings at the above location and be fully informed of the discussions taking place either in person or by telephone communication. Said meetings may be continued as found necessary to a date and time certain as stated on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at (239) 444-5790 and/or toll free at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

Meetings may be cancelled from time to time without advertised notice.

VERONA WALK COMMUNITY DEVELOPMENT DISTRICT
www.veronawalkcdd.org
Oct 7, 2019

#3819791

Publication Cost: \$420.00
Ad No: 0003819791
Customer No: 1308371
PO #: Reg Meeting Schedule

**VERONA WALK COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
OCTOBER 17, 2019**

A. CALL TO ORDER

The October 17, 2019, Regular Board Meeting of the Verona Walk Community Development District was called to order at 10:00 a.m. in the Town Center at Verona Walk located at 8090 Sorrento Lane, Naples, Florida 34114.

B. PLEDGE OF ALLEGIANCE

C. PROOF OF PUBLICATION

Proof of publication was presented that notice of the Regular Board Meeting had been published in the *Naples Daily News* on October 7, 2019, as part of the District's Fiscal Year 2019/2020 Regular Meeting Schedule, as legally required.

D. ESTABLISH A QUORUM

It was determined that the attendance of the following Supervisors constituted a quorum and it was in order to proceed with the meeting:

Chairperson	Diann Cucinella	Present
Vice Chairman	Patrick Clifford	Present
Supervisor	Marilyn Czubkowski	Present
Supervisor	Jack Hogan	Present
Supervisor	Michael J. Doyle	Present

Staff members in attendance were:

District Manager	Kathleen Dailey	Special District Services
General Counsel	Greg Urbancic	Coleman Yovanovich Koester
District Engineer	Terry Cole	Hole Montes, Inc.
Field Inspector	Bohdan Hirniak	

Also present was District resident Frank Borowiec.

E. ADDITIONS OR DELETIONS TO THE AGENDA

Mr. Hogan noted that Item I-1 on the agenda should be for the 2018/2019 Amended Budget, not 2019/2020.

F. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA

There were no comments from the public for items not on the agenda.

G. APPROVAL OF MINUTES

1. September 19, 2019, Regular Board Meeting

The September 19, 2019, Regular Board Meeting minutes were presented for approval.

A **motion** was made by Mr. Clifford, seconded by Ms. Czubkowski and passed unanimously approving the minutes of the September 19, 2019, Regular Board Meeting, as presented.

H. OLD BUSINESS

1. Update on HOA Notification when Granting Use of CDD Property

Mr. Urbancic advised he had spoken with the HOA attorney and reiterated that it was not the intent of the CDD to slow down projects, but rather to address specific projects such as pool construction and gutter downspouts that could impact CDD property. It was suggested that a checklist be developed so that an owner knows what needs to be included. Mr. Urbancic went on to state that the discussion also included insurance coverage when going onto CDD property.

Ms. Czubkowski noted that lawn maintenance companies should have the CDD listed as an additional insured. Mr. Hirniak agreed and added that lawn maintenance workers access CDD property for maintenance, as do the workers doing pool work and extensions of downspouts. There was general discussion on the checklist and who should review applications.

A **motion** was made by Mr. Doyle, seconded by Mr. Hogan and passed unanimously for Ms. Czubkowski to review applications with Mr. Hogan as the secondary reviewer.

Mr. Urbancic stated that a procedure needs to be developed and would go back to the HOA attorney for review. Once that has been done it will be brought back to the Board in the form of a resolution.

I. NEW BUSINESS

1. Consider Resolution No. 2019-04 – Adopting a Fiscal Year 2018/2019 Amended Budget

Resolution No. 2019-04 was presented, entitled:

RESOLUTION NO. 2019-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VERONA WALK COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2018/2019 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

A **motion** was made by Ms. Czubkowski, seconded by Mr. Hogan and passed unanimously to adopt Resolution No. 2019-04, as presented.

2. Consider Resolution No. 2019-05 – Establishing Policies and Procedures for Architectural Control Committee (ACC) Process

Resolution No. 2019-05 was presented, entitled:

RESOLUTION NO. 2019-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF VERONA WALK COMMUNITY DEVELOPMENT DISTRICT ESTABLISHING POLICIES AND PROCEDURES FOR APPROVING ARCHITECTURAL CONTROL COMMITTEE APPLICATIONS FROM VERONA WALK HOMEOWNERS ASSOCIATION, INC. DIRECTLY IMPACTING DISTRICT PROPERTY; AUTHORIZING THE CHAIR OR THE VICE CHAIR (IN THE CHAIR'S ABSENCE) OR THE DESIGNEE OF EITHER TO REVIEW AND APPROVE ON BEHALF OF THE DISTRICT ARCHITECTURAL CONTROL COMMITTEE APPLICATIONS FROM VERONA WALK HOMEOWNERS ASSOCIATION, INC. DIRECTLY IMPACTING DISTRICT PROPERTY; PROVIDING FOR PRESENTATION OF APPROVED ARCHITECTURAL CONTROL COMMITTEE APPLICATIONS FROM VERONA WALK HOMEOWNERS ASSOCIATION, INC. DIRECTLY IMPACTING DISTRICT PROPERTY FOR INFORMATIONAL PURPOSES TO THE BOARD OF SUPERVISORS; AND PROVIDING AN EFFECTIVE DATE.

Mr. Urbancic recommended tabling this resolution until the District and the HOA agree on a process.

J. ADMINISTRATIVE MATTERS

1. District Attorney Update

Mr. Urbancic advised that there had been a change in the law that now requires estoppels for certain real estate transactions. Mr. Doyle proposed charging for them. Ms. Czubkowski suggested and it was the consensus of the Board, to wait and see how many requests the District receives for them.

2. District Engineer Update

There was no District Engineer update at this time.

3. Field Inspector Update

Mr. Hirniak advised that lake edge trimming was ongoing.

Mr. Clifford indicated he had been receiving complaints of dead material in the lakes and asked how long will it take for them to go down. Mr. Hirniak responded that it usually takes about a month and rain or flow also helps.

Mr. Hirniak also went over rain flow in the area.

4. District Manager Update
a. Financials

Ms. Dailey went over the financials. There were no questions from the Board Members.

Ms. Dailey reminded the Board that the next meeting was scheduled for November 21, 2019. Ms. Cucinella advised she would not be available for that meeting. It was the consensus of the Board to cancel the November meeting if there is nothing pressing.

K. BOARD MEMBER COMMENTS

There were no Board Member comments.

L. ADJOURNMENT

There being no further business to come before the Board, the Regular Board Meeting was adjourned at 10:38 a.m. on a **motion** made by Ms. Czubkowski, seconded by Mr. Hogan and passed unanimously.

Secretary/Assistant Secretary

Chair/Vice-Chair

RESOLUTION NO. 2020-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF VERONA WALK COMMUNITY DEVELOPMENT DISTRICT ESTABLISHING POLICIES AND PROCEDURES FOR APPROVING ARCHITECTURAL CONTROL COMMITTEE APPLICATIONS FROM VERONA WALK HOMEOWNERS ASSOCIATION, INC. DIRECTLY IMPACTING DISTRICT PROPERTY; AUTHORIZING THE CHAIR OR THE VICE CHAIR (IN THE CHAIR'S ABSENCE) OR THE DESIGNEE OF EITHER TO REVIEW AND APPROVE ON BEHALF OF THE DISTRICT ARCHITECTURAL CONTROL COMMITTEE APPLICATIONS FROM VERONA WALK HOMEOWNERS ASSOCIATION, INC. DIRECTLY IMPACTING DISTRICT PROPERTY; PROVIDING FOR PRESENTATION OF APPROVED ARCHITECTURAL CONTROL COMMITTEE APPLICATIONS FROM VERONA WALK HOMEOWNERS ASSOCIATION, INC. DIRECTLY IMPACTING DISTRICT PROPERTY FOR INFORMATIONAL PURPOSES TO THE BOARD OF SUPERVISORS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Verona Walk Community Development District (the "District") is organized for purposes that include ownership and operation of certain infrastructure within or benefiting the residential development known generally as Verona Walk; and

WHEREAS, Verona Walk Homeowners Association, Inc. (the "HOA") is the community association that is formed pursuant to Chapters 617 and 720, Florida Statutes that provides certain private community functions throughout Verona Walk including the review and approval of applications from property owners for exterior modifications to their properties. These applications (individually, an "Architectural Application" and collectively, "Architectural Applications") are handled through the HOA's Architectural Control Committee ("ACC"); and

WHEREAS, while the review of Architectural Applications is solely within the purview of the HOA and the HOA's administration of its governing documents, it is acknowledged that various Architectural Applications reviewed by the HOA from time to time relate to property located adjacent to, or in close proximity with, District property. And, as a result of work being done pursuant to approved Architectural Applications on such properties, the District has experienced adverse, unauthorized impacts to District property including, without limitation, owners and/or their contractors entering upon District property, staging on District property and/or modifying District property including lake banks or piping entering lakes; and

WHEREAS, in order safeguard the District's property, the HOA and District have established a process for the District to receive notice of, and review, those Architectural Applications that are deemed to directly impact or affect District property. Notwithstanding the same, it is acknowledged that the ACC has a limited time period for review of an Architectural Application once submitted under the HOA's governing documents; and

WHEREAS, it is not practical, expeditious or economical to arrange and hold meetings of the Board of Supervisors (the “Board”) each time an Architectural Application directly impacting or affecting District property is received; and

WHEREAS, the Board desires to approve policies and procedures for the review and approval (if applicable) of such Architectural Applications and their impacts on District property presented to the District by the HOA.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF VERONA WALK COMMUNITY DEVELOPMENT DISTRICT:

Section 1. Recitals. The foregoing recitals are true and correct and incorporated herein as if written into the body of this Resolution.

Section 2. Architectural Application Policies and Procedures. The Architectural Application Policies and Procedures attached hereto and made a part of this Resolution as Exhibit “A” are hereby approved for use by the District.

Section 3. Authorized Officer. The Chair or the Vice Chair (in the Chair’s absence) or the designee of either is hereby designated by the District and authorized by the District to carry out the policies and procedures set forth herein.

Section 4. Continuing Effect. The policies and procedures attached to this Resolution as Exhibit “A” shall stay in full force and effect until such time as the Board may amend or rescind said policies, procedures or agreement form(s), as applicable.

Section 5. Subsequent Presentation to the Board. A copy of any approved Architectural Application impacting District Property and any corresponding documents required pursuant to this Resolution shall be made available to the Board for informational purposes only at its next regularly scheduled meeting following approval; provided, however, that any failure to present said application shall not affect the validity or implementation of this Resolution.

Section 6. Severability. Should any sentence, section, clause, part or provision of this Resolution be declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of this Resolution as a whole, or any part thereof, other than the part declared invalid.

Section 7. Conflicts. All Sections or parts of Sections of any Resolutions or actions of the Board in conflict are hereby repealed to the extent of such conflict.

Section 8. Effective Date. This Resolution shall take effect immediately upon adoption.

{Remainder of page intentionally left blank. Signatures appear on next page.}

PASSED AND ADOPTED at a meeting of the Board of Supervisors of Verona Walk Community Development District this 16th day of January, 2020.

Attest:

**VERONA WALK COMMUNITY
DEVELOPMENT DISTRICT**

Kathleen Dailey, Secretary

Diann Cucinella, Chair

Exhibit “A”
Architectural Application Policies and Procedure

A. Generally

1. An “Architectural Application” shall mean any architectural application received from Verona Walk Homeowners Association, Inc. (the “HOA”) (or through its Architectural Control Committee) for review that may directly impact or affect District property.

2. The District Manager shall develop and establish a form to facilitate the intake of requests from the HOA for review of Architectural Applications. Architectural Applications will be reviewed by the Chair or the Vice Chair (in the Chair’s absence) or the designee of either (“the “Authorized Officer”) to determine whether District property is proposed to be directly affected or impacted and the manner of any such affect or impact.

3. To the extent the Architectural Application is determined by the Authorized Officer not to directly impact or affect District property, then no action by the District will be required.

4. To the extent the Architectural Application is determined by the Authorized Officer to directly impact or affect District property, the District reserves the right to withhold or condition its approval for any such impact in the Architectural Application based on such considerations as safety, scheduling considerations, permit compliance, compliance with rules or polices of the District, the proposed type of impact or expected duration, potential for damage or adverse impacts or as otherwise may be in the best interests of the District.

B. Insurance and Other Requirements.

1. The District reserves the right through the Authorized Officer to require the Architectural Application applicant to supply insurance, security, indemnity and such other requirements or assurances as may necessary for the protection of the public health, safety and welfare and District property on an case-by-case basis.

2. Insurance for Architectural Applications that involve any use or entry on District property shall be provided by the applicant (at the applicant’s sole cost and expense) at the discretion of the Authorized Officer reviewing the Architectural Application based upon the nature and extent of the activity to occur on the District’s property. Except as otherwise designated or modified by the Authorized Officer, the applicant shall, at its sole expense, obtain and maintain comprehensive bodily, personal injury, property damage and liability insurance on a per-occurrence basis with a minimum limits for liability in an amount of One Million Dollars (\$1,000,000) per Incident and Two Million Dollars (\$2,000,000) Aggregate, which shall include a loss payable clause in favor of the District, naming the District as an Additional Insured under the policy, and shall provide the District evidence of such insurance prior to the Architectural Application. Such insurance shall be cancelable only upon forty-five (45) days prior written notice

to the District. Evidence of automobile and/or worker's compensation insurance may also be required in circumstances deemed appropriate by the Authorized Officer.

3. A deposit (or other form surety protection) in an amount determined by the Authorized Officer based upon the type of use or impact on the District property and other such factors deemed relevant by the Authorized Officer may be required for the District's approval. When applicable, to receive a full refund of the deposit the District property must be free from garbage, litter and debris, there must be no damage to the District's facilities or other District property, and any approved installations impacting District property must have been completed in accordance with District policies and procedures. Failure to comply with the policies and procedures of the District may result in the forfeiture of all or a portion of the deposit. After full completion of the applicable project, the District shall have the right, in its sole discretion, to apply the deposit to pay for the cost of cleaning, repair, restoration or any other applicable corrective action. The District Manager shall determine the amount of the deposit to return, if any. If the cost of any cleaning, repair, restoration or other applicable corrective action exceeds the amount of the deposit, the applicant that submitted the Architectural Application will be liable for any such further expenses incurred by the District and said funds shall be paid to the District upon demand.

4. Indemnification. Each Architectural Application applicant and its contractor, if applicable, proposing to use District property in any manner will be required to indemnify and hold harmless the District and its supervisors, officers, agents and employees from any and all liability, claims, actions, suits or demands by any person, corporation or other entity, for injuries, death, property damage of any nature, arising out of, or in connection with, the use of the District's property or facilities, including litigation or any appellate proceedings with respect thereto. Each applicant and its contractor, if applicable, shall be required to sign an agreement in a form provided by the District providing for such release and indemnification of the District. Nothing therein shall constitute or be construed as a waiver of the District's sovereign immunity granted pursuant to Section 768.28, Florida Statutes.