

## **MINUTES OF THE VERANDA LANDING COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Veranda Landing Community Development District was held on Thursday, September 4, 2025, at 2:00 p.m. at 2160 NW Reserve Park Trace, Port St. Lucie, Florida 34986

Present and constituting a quorum were:

Haley Mall	
Bojana Brown	Assistant Secretary
Jared Shaver	Assistant Secretary

Also present were:

Andressa Hinz Philippi	District Manager
Ginger Wald	District Counsel (by phone)
Roberto Cabrera	District Engineer (by phone)

***Please Note: Due to recording difficulties this meeting was unable to be transcribed. The following is a summary of actions taken by the Board of Supervisors at the meeting.***

### **FIRST ORDER OF BUSINESS**

### **Roll Call**

Ms. Hinz Philippi called the meeting to order and called the roll.

### **SECOND ORDER OF BUSINESS**

### **Organizational Matters**

#### **A. Acceptance of Letter of Resignation from Mr. Chris Cutler, Ms. Kalya Holody and Mr. Gregory Pettibon**

Ms. Hinz Philippi indicated they had received resignation letters from Mr. Chris Cutler, Ms. Kalya Holody and Mr. Greg Pettibon and asked for a motion to accept those resignation letters.

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On MOTION by Mr. Shaver seconded by Ms. Brown with all in favor, accepting the resignation letters from Mr. Chris Cutler, Ms. Kalya Holody and Mr. Gregory Pettibon was approved.

**B. Consideration of Appointment of Supervisor to Fill Unexpired Term(s) of Office – Seat #1 (11/2027), Seat #3 (11/2025) and Seat #4 (11/2027)**

Ms. Hinz Philippi then asked the Board if there was anyone they wished to appoint to fill the unexpired terms of office for seat #1, #3 or #4.

Mr. Shaver stated he would like to appoint Haley Mall to seat #1.

On MOTION by Mr. Shaver seconded by Ms. Brown with all in favor, appointing Haley Mall to fill the unexpired term of office for seat #1 was approved.

**C. Oath of Office for Newly Appointed Supervisor(s)**

Ms. Hinz Philippi administered the oath of office to Haley Mall at this time.

**D. Election of Officer(s)**

Ms. Hinz Philippi stated whenever there is a new appointment to the Board, the Board members need to take a look at the slate of officers, and stated currently they had no chairman or vice chairman due to the previous Board's resignations, but if the Board wished to keep the other remaining officers the same they could do that as well.

Mr. Shaver stated he would serve as chairman and Bojana Brown could serve as vice chairman and then Haley Mall as an assistant secretary.

Ms. Hinz Philippi then asked for a motion to elect the officers as stated by Mr. Shaver.

On MOTION by Ms. Brown seconded by Mr. Shaver with all in favor, Election of officers, electing Jared Shaver as chairman, Bojana Brown as vice chairman, Haley Mall as an assistant secretary and also keeping the remaining slate of officers the same was approved.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the April 3, 2025 Meeting**

Ms. Hinz Philippi presented the minutes of the April 3, 2025 meeting which were included in the agenda. She then asked for any deletions, additions, or corrections and upon hearing none, asked for a motion to approve the minutes.

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On MOTION by Mr. Shaver seconded by Ms. Brown with all in favor, the Minutes of the April 3, 2024 Meeting were approved.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution #2025-04 Resetting Budget Hearing**

Ms. Hinz Philippi presented item No. 4, consideration of resolution #2025-04 resetting the budget hearing stating this resolution was due to lack of quorum for the original public hearing date which required changing the date for the budget public hearing. She then asked for any questions or comments and upon hearing none, asked for a motion to adopt the resolution.

On MOTION by Mr. Shaver seconded by Ms. Mall with all in favor, Resolution #2025-04 resetting the Budget Hearing was approved.

**FIFTH ORDER OF BUSINESS**

**Public Hearing to Adopt the Fiscal Year 2026 Budget**

Ms. Hinz Philippi presented item No. 5, the public hearing to adopt the fiscal year 2026 budget and gave a brief explanation stating this was the same budget that was proposed at a prior meeting and there was no increase to the assessments recommended, therefore, it is exactly the same as the previous year.

**A. Motion to Open the Public Hearing**

Ms. Hinz Philippi asked for a motion to open the public hearing.

On MOTION by Ms. Brown seconded by Mr. Shaver with all in favor, opening the Public Hearing was approved.

**B. Public Comment and Discussion**

**C. Consideration of Resolution #2025-05 Annual Appropriation Resolution**

Ms. Hinz Philippi stated there was no audience present for any public comment or discussion and asked if the Board had any comments or discussion on the proposed

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budget. *(The Board had no comment at this time)* Ms. Hinz Philippi then moved on to item C, consideration of resolution #2025-05, the annual appropriation resolution, gave a brief explanation of the resolution and then asked for any questions or comments. Upon hearing none, she asked for a motion to adopt the resolution.

On MOTION by Ms. Brown seconded by Ms. Mall with all in favor, Resolution #2025-05 the Annual Appropriation Resolution was approved.

**D. Consideration of Resolution #2025-06 Levy of Non Ad Valorem Assessments**

Ms. Hinz Philippi presented resolution #2025-06 the levy of the Non Ad Valorem Assessments and gave a brief explanation of this item. She then asked for any comments or questions, and upon hearing none, asked for a motion to adopt the resolution.

On MOTION by Ms. Mall seconded by Mr. Shaver with all in favor, Resolution #2025-06 Levy of Non-Ad Valorem Assessments was approved.

**E. Motion to Close the Public Hearing**

Ms. Hinz Philippi then asked for a motion to close the public hearing.

On MOTION by Ms. Brown seconded by Ms. Mall with all in favor, closing the Public Hearing was approved.

**SIXTH ORDER OF BUSINESS**

**Authorization to Open an Account with State Board of Administration**

Ms. Hinz Philippi presented the authorization to open an account with the State Board of Administration, gave a brief explanation relating to this item and then asked for any questions or comments. Upon hearing none, she asked for a motion to authorize opening the account.

On MOTION by Ms. Mall seconded by Mr. Shaver with all in favor, authorizing to open an account with the State Board of Administration was approved.

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**SEVENTH ORDER OF BUSINESS**

**Ratification of E-Verify  
Memorandum of Understanding  
for E-Verify Employer Agents**

Ms. Hinz Philippi presented the ratification of E-Verify Memorandum of Understanding for E-Verify employer agents, gave a brief explanation relating to this item and then asked for any questions or comments. Upon hearing none, she asked for a motion to ratify.

On MOTION by Ms. Mall seconded by Mr. Shaver with all in favor, ratifying the E-Verify Memorandum of Understanding for E-Verify Employer Agents was approved.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney – Memorandum – 2025 Legislative Update**

Ms. Wald gave a brief update on the 2025 legislative update memorandum that was included in the agenda, and asked if there were any questions or comments. The Board had no comments or questions.

**B. Engineer**

Ms. Hinz Philippi asked Mr. Cabrera to give an update on the easement.

Mr. Cabrera stated he sent an email to Mr. Pettibon, and copied Ms. Hinz Philippi but did not receive a response back. Ms. Wald stated Mr. Pettibon’s issue was to make sure the estimate covered all the areas the District would need in case of maintenance. Mr. Shaver stated they would turn over the HOA to the residents by the end of the month, so the issue was pressing. Ms. Brown and Mr. Shaver stated they could help get signatures for the easement.

Mr. Cabrera then stated he would work on it, but it was a lot of work. Ms. Brown suggested a blanket easement, and Ms. Wald agreed that would be the best solution. Mr. Cabrera stated maybe that would work and would work on it and reach out with the final documentation.

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**C. Manager**

**1) Number of Registered Voters in the District – 135**

**2) Consideration of 2025 Performance Measures and Standards as Required by Florida Statute 189.0694**

Ms. Hinz Philippi announced the number of registered voters in the District as 135. She then presented the 2025 performance measures and standards as required by Florida Statute 189.0694, gave a brief explanation of this item and asked for any questions or comments. Upon hearing none, she asked for a motion to approve the performance measures and standards.

On MOTION by Mr. Shaver seconded by Ms. Hall with all in favor, accepting the 2025 Performance Measures and Standards as required by Florida Statute 189.0694 was approved.

**3) Consideration of Proposed Fiscal Year 2026 Meeting Schedule**

Ms. Hinz Philippi also presented the proposed fiscal year 2026 meeting schedule and gave a brief summary of the meeting dates. She then asked the Board if there were any conflicts or discussion,

*(At this point a brief discussion was held among the Board members and District staff regarding this item)*

Ms. Hinz Philippi then asked for a motion to approve the amended fiscal year 2026 meeting schedule removing the July 2nd date from the schedule.

On MOTION by Mr. Shaver seconded by Ms. Hall with all in favor, accepting the proposed Fiscal Year 2026 Meeting Schedule as amended, removing the July 2nd meeting date and authorizing staff to advertise was approved.

**4) Form 1 Financial Disclosure Due July 1, 2025 – everyone has filed**

**5) Reminder to Complete Annual Ethics Training by December 31, 2025**

Ms. Hinz Philippi presented the Form 1 financial disclosure due by July 1, 2025 and stated all Board members had filed their forms. She also reminded the Board to complete their 4 hour ethics training by December 31, 2025.

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**SIXTH ORDER OF BUSINESS**

**Financial Reports**

- A. Approval of Check Run Summary**
- B. Acceptance of Unaudited Financials**

Ms. Hinz Philippi presented the check run summary and the unaudited financials and asked for any comments or questions. Upon not hearing any, she asked for a motion to accept the financial reports.

On MOTION by Ms. Brown seconded by Ms. Mall with all in favor, the Check Run Summary and the Unaudited Financials were approved.

**SEVENTH ORDER OF BUSINESS**

**Supervisors Requests and Audience Comments**

Ms. Hinz Philippi asked for any Supervisor's requests or audience comments. There were no comments at this time. She also indicated there was no audience present for any comments.

**EIGHTH ORDER OF BUSINESS**

**Adjournment**

Ms. Hinz Philippi asked for a motion to adjourn the meeting.

On MOTION by Ms. Mall seconded by Mr. Shaver with all in favor, the Meeting was adjourned.

DocuSigned by:  
  
87D36659F55A4C5...  
 Secretary / Assistant Secretary

DocuSigned by:  
  
324CF66C1322442...  
 Chairman / Vice Chairman

## Certificate Of Completion

Envelope Id: 1FECC4C3-6D23-4285-9EDF-F7F998737DAF

Status: Completed

Subject: Veranda Landing: Complete with Docusign: 9-4-25 Minutes.pdf, Resolution 2026-03.docx, Performance Me

Source Envelope:

Document Pages: 13

Signatures: 6

Envelope Originator:

Certificate Pages: 2

Initials: 0

Ellen Acosta

AutoNav: Enabled

1001 Bradford Way

Envelopeld Stamping: Enabled

Kingston, TN 37763

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

eacosta@gmssf.com

IP Address: 162.199.192.217

## Record Tracking

Status: Original

Holder: Ellen Acosta

Location: DocuSign

3/9/2026 1:29:10 PM

eacosta@gmssf.com

## Signer Events

Andressa Hinz Philippi

AHPilippi@gmssf.com

Assistant Secretary

Security Level: Email, Account Authentication (None)

## Signature

DocuSigned by:

87D36659F55A4C5...

## Timestamp

Sent: 3/9/2026 1:33:38 PM

Viewed: 3/9/2026 5:03:04 PM

Signed: 3/9/2026 5:03:48 PM

Signature Adoption: Pre-selected Style

Using IP Address:

2601:58b:c00:4380:e2:c2de:4eab:15f0

## Electronic Record and Signature Disclosure:

Not Offered via Docusign

Jared Shaver

Jared.Shaver@lennar.com

Land Development Manager

Security Level: Email, Account Authentication (None)

DocuSigned by:

324CF66C1322442...

Sent: 3/9/2026 1:33:38 PM

Viewed: 3/11/2026 9:41:25 AM

Signed: 3/11/2026 9:41:32 AM

Signature Adoption: Pre-selected Style

Using IP Address: 96.85.160.93

## Electronic Record and Signature Disclosure:

Not Offered via Docusign

## In Person Signer Events

## Signature

## Timestamp

## Editor Delivery Events

## Status

## Timestamp

## Agent Delivery Events

## Status

## Timestamp

## Intermediary Delivery Events

## Status

## Timestamp

## Certified Delivery Events

## Status

## Timestamp

## Carbon Copy Events

## Status

## Timestamp

## Witness Events

## Signature

## Timestamp

## Notary Events

## Signature

## Timestamp

## Envelope Summary Events

## Status

## Timestamps

Envelope Sent

Hashed/Encrypted

3/9/2026 1:33:38 PM

Certified Delivered

Security Checked

3/11/2026 9:41:25 AM

<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
Signing Complete	Security Checked	3/11/2026 9:41:32 AM
Completed	Security Checked	3/11/2026 9:41:32 AM

  

<b>Payment Events</b>	<b>Status</b>	<b>Timestamps</b>
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