

**VENTANA  
COMMUNITY DEVELOPMENT DISTRICT  
REGULAR MEETING  
May 8, 2024**



# Ventana Community Development District

## Board of Supervisors

Juan Carlos Reyes, Chairperson  
MaryJo Alford-Roberson, Vice Chairperson  
Kelly Timmer, Assistant Secretary  
Adewumi Olowoyo, Assistant Secretary

## District Staff

Jayna Cooper, District Manager  
Michael Broadus, District Counsel  
Tonja Stewart, District Engineer  
Frank Franco, Clubhouse Manager  
Gary Schwartz, Field Manager

## Regular Meeting Agenda

Wednesday, May 8, 2024 at 6:00 p.m.

Join Team Meeting

**Meeting ID:** 289 866 822 017      **Passcode:** xEyvGS

**Phone Conference ID:** 786 343 525#      Or call in (audio only) +1 646-838-1601,,786343525#

*All cellular phones and pagers must be turned off during the meeting. Please let us know at least 24 hours in advance if you are planning to call into the meeting.*

1. **Call to Order/Roll Call**
2. **Pledge of Allegiance**
3. **Public Comment** *(Each individual has the opportunity to comment and is limited to three (3) minutes for such comment)*
4. **Organizational Matter**
  - A. Consideration of Candidate for Open Seat 2
    - i. Gregory Creel
5. **RFQ for Engineering Services**
  - A. BDI Brlectic Dvorak Inc.
  - B. Halff
  - C. Johnson Engineering
6. **Yellowstone Landscape Report**
7. **Business Items**
  - A. Consideration of Pressure Washing Proposals
    - i. American Powerwashers
    - ii. Crawford Washers
    - iii. Top Notch Services Estimate
  - B. Ratification of Irrigation Repair Proposal
8. **Attorney's Report**
  - A. Consideration of Trenam Law's Engagement Letter
9. **Engineer's Report**
10. **Manager's Report**
  - A. Field Inspections Report
  - B. Aquatics Service Report
  - C. Discussion of Fiscal Year 2025 Budget
11. **Clubhouse Manager**
12. **Events Update**
  - A. Discussion of Food Truck Alcohol Sales
13. **Consent Agenda**
  - A. Approval of Minutes of the April 10, 2024 Regular Meeting
  - B. Consideration of Operation and Maintenance Expenditures March 2024
  - C. Acceptance of the Financials and Approval of the Check Register for March 2024
14. **Supervisors' Requests or Comments**
15. **Adjournment**

Next regularly scheduled meeting is June 12, 2024 at 6:00 p.m.

# **Fourth Order of Business**

**4Ai**



## Letter of Interest

Gregory L Creel

Riverview, FL 33578

Dear Members of the Ventana Community Development District Board,

I am writing to express my sincere interest in serving as a member of the Ventana Development District Board. With a deep-rooted commitment to community development and a passion for contributing positively to the growth and well-being of our neighborhood, I believe I can bring valuable skills and insights to the board.

My background as a military veteran turned DevOps engineer, with a keen understanding of the distinction between want and need. Having served my country with honor, I bring discipline, adaptability, and a strategic mindset to any role. With a deep respect for resources and a recognition of the economic challenges facing many, I am committed to efficiency and practicality in my work. I don't believe in frivolous spending, preferring to optimize processes and resources to deliver maximum return value.

Furthermore, I am committed to transparency, accountability, compliance in the spirit of compliance and inclusivity in governance. I believe in actively seeking input from all neighbors and ensuring that the voices of our diverse community are heard and considered in decision-making processes.

In conclusion, I am excited about the prospect of serving as a member of the Ventana Development District Board and am fully dedicated to fulfilling the responsibilities associated with this role. Thank you for considering my candidacy, and I look forward to the opportunity to contribute to the continued growth and prosperity of our community.

Sincerely,  
Gregory L Creel

# **Fifth Order of Business**

**5A**



TECHNICAL PROPOSAL

VENTANA

COMMUNITY DEVELOPMENT  
DISTRICT

Submitted to: INFRAMARK IMS

**BDi**  
BRLETIC DVORAK INC.





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April 17, 2024

Jayna Cooper  
District Manager  
Inframark  
2654 Cypress Ridge Blvd, Suite 101  
Wesley Chapel, FL 33544

RE: Request for Qualifications for Professional Engineering Services  
Ventana Community Development District (CDD)

Dear Selection Committee:

A Community Development District (CDD) is integral in providing the residents of the community it serves the highest quality of life possible, ensuring that high standards of development will continue to be met long into the future. Ventana CDD is no exception. We understand the district is responsible for maintaining its existing infrastructure, providing capital improvements, and improving the quality of the development, all while operating within closely monitored and audited budgets to meet the high expectations for the community they serve. It is crucial to your CDD's continued long-term success that your consulting engineer shares your focus on careful, timely, and cost-conscious fulfillment of the residents' expectations.

Brletic Dvorak, Inc. (BDI) has successfully performed on a myriad of general service contracts based on our reputation for delivering a high-quality product and outstanding service to our partners.

Leading our commitment to the Ventana CDD is myself, Robert Dvorak, PE. I have over 35 years of civil engineering experience and a strong understanding of the unique needs of a CDD. My ability to develop strong relationships with clients has ensured that the end results exceed the expectations of District Managers through careful coordination of schedules, budgets, and priorities. I am most proud of my reputation of responsiveness when addressing the needs of BDI's clients. The point of contact for this CDD will be myself, Robert Dvorak, with an assistant Project Manager in Jerry Whited, our field manager. We will be responsible for attending District Board meetings, coordinating projects and construction inspection services, and any other engineering tasks.

BDI's staff has a breadth of experience in working with CDDs, which means you benefit by getting professional expertise delivered with a personalized approach and attentiveness to your needs. As the District Engineer for several similar CDDs, we believe we have a thorough understanding of your service requirements.

Our first priority is to establish a personalized team for each individual work assignment undertaken. This process begins with understanding your needs. Based on our coordination and research, we will assign a project team that has the best experience to meet those needs. I will strategically determine how to best utilize our internal resources as well as choose subconsultants, if needed, that would best complete the team. This approach ensures that we have the right resources to exceed your expectations.

Asset Management: BDI can assist the District by developing or updating land ownership and maintenance maps depicting District property and facilities and areas maintained by vendors such as landscapers or aquatic services. Wetlands and buffer areas may also be added as needed to educate residents and vendors of the different

vegetation restrictions that may exist. These maps are living documents that may be updated as your community grows or as vendor needs change. BDI can also provide asset reports cataloging facilities or property, such as stormwater facilities or streets, for condition, suggested maintenance, or replacement so that future capital fund expenditures may be scheduled in advance.

Capital Improvements: BDI can provide the District with planning assistance in determining needed capital improvements including the development of construction plans and permits. BDI can also assist in developing capital improvement budgets so that funding may be planned for long term improvements.

Roadway Improvements: BDI can provide the District with traffic analyses to identify vehicle circulation, intersection sight distances, offsite signal warrants, pedestrian crosswalk safety, sidewalk ADA compliance, striping and signing, and street lighting studies and improvement plans.

Drainage Improvements: BDI will identify any nuisance drainage problems, identify potential solutions, and provide cost estimates for each alternative. Sometimes simple regrading or modifications to curbs or landscaping can correct standing water on streets or in grassy areas.

Permitting: BDI will inspect existing ponds in accordance with Southwest Florida Water Management District (SWFWMD) maintenance schedules and all inspection reports will be filed and cataloged by our staff. Our long-term partnership with SWFWMD and our continuing services contracts for reviewing SWFWMD ERP permits and past work on NPDES and Drainage Connection permits for FDOT District 7 have been invaluable in serving the stormwater needs of the following clients:

- Arbor Greene CDD in Tampa, Florida
- Bahia Lakes CDD in Ruskin, Florida
- Bobcat Trail CDD in North Port, Florida
- Ballentrae Hillsborough CDD in Hillsborough County, Florida
- Country Walk CDD in Wesley Chapel, Florida
- Diamond Hill CDD in Valrico, Florida
- Fishhawk Ranch CDD in Valrico, Florida
- Fishhawk IV CDD in Valrico, Florida
- Forest Brooke CDD in Wimauma, Florida
- Harbour Isles CDD in Apollo Beach, Florida
- Heritage Springs CDD in Trinity, Florida
- Lexington Oaks CDD in Wesley Chapel, Florida
- Live Oak No. 1 CDD in Tampa, Florida
- Meadow Pointe II CDD in Zephyrhills, Florida
- Mira Lago CDD in Apollo Beach, Florida
- Lynwood CDD in Ruskin, Florida
- Oak Creek CDD in Wesley Chapel, Florida
- Oakstead CDD in Land O'Lakes, Florida
- River Bend CDD in Ruskin, Florida
- South Fork CDD in Riverview, Florida
- South Fork East CDD in Riverview, Florida
- Spring Ridge CDD in Brooksville, Florida
- Sterling Hill CDD in Spring Hill, Florida
- The Bridgewater CDD in Lakeland, Florida
- The Groves CDD in Land O' Lakes, Florida
- The Preserve at South Branch CDD in Odessa, Florida
- The Preserve at Wilderness Lake CDD in Land O'Lakes, Florida
- The Woodlands CDD in North Port, Florida
- University Place CDD in Apollo Beach, Florida
- Waterset North CDD Apollo Beach, Florida
- Westchase CDD in Tampa, Florida
- Wesbridge CDD in Wesley Chapel, Florida

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Teamwork, integrity, responsibility, and hard work are the cornerstones of our corporate culture and the reason we have earned repeat business and referrals from satisfied clients. Our focus is to ensure that our partners get the positive results and successful projects that they want and deserve. These core values are at the heart of every service we perform.

We are confident that the information in this Request for Proposal and the client testimonials substantiate our capabilities and our commitment of quality and integrity to our clients. We look forward to working with the Ventana CDD to enhance your community.

Very truly yours,  
Brletic Dvorak, INC.



Robert Dvorak, P.E.  
Project Manager







# ABILITY AND ADEQUACY OF PROFESSIONAL PERSONNEL

## FIRM PROFILE

**Brletic Dvorak, Inc. (BDI)** Brletic, Dvorak, Inc. (BDI) is a multidisciplinary engineering firm serving clients throughout the southwest Florida Area. We provide an array of community development district (CDD) services tailored to our clients' needs. BDI serves numerous CDDs throughout southwest Florida. BDI is a recognized leader in providing engineering services and solutions to communities.

We apply our extensive expertise across a wide variety of disciplines including land development, roadway and traffic design, stormwater management, and construction administration. Our employees are committed to and take pride in helping community development districts improve the quality of life in our communities. We assign the appropriate resources of our firm to perform each project efficiently. BDI is a one-stop shop for all your community's desired projects, assisting you from start to finish and staying within budget and schedule.

BDI's client base consists of a wide range of public and private organizations with an equal range of project types. With a primary focus on projects requiring civil site development and transportation services combined with a keen desire to work closely with our clients, BDI's service base has grown. Among our specialties are stormwater management facility design, roadway and sidewalk design, roadways, waterways, wetlands and community facilities.

BDI's office is in downtown St. Petersburg with convenient access to the Interstate system and expressways. Our office is a functional, exciting environment that enhances BDI's values. BDI also strives to stay at or ahead of the curve with state-of-the-art software and hardware systems that allow our staff to provide the highest quality deliverables in a timely manner.

## SERVICE OFFERINGS INCLUDE:

- Civil Engineering
- Water Resources
- Transportation and Traffic Planning and Design
- Community Engineering
- Construction Management and Inspection





## SELECT KEY PERSONNEL

BDI consists of dedicated, high-quality staff with reputations for excellence and integrity. As previously mentioned, we take great pride in the caliber of our staff and our internal "teamwork" culture. We have reviewed the Request for Qualifications in detail and performed a cursory site review to assure we have the appropriate staff both in quality and quantity. We have assembled a team of professionals consisting of key staff members, that are listed in this section, for the anticipated service areas. With this team, BDI will deliver outstanding services to Wesbridge Community Development District (CDD).



### STEPHEN BRLETIC, PE

Stephen Brletic serves as the District Engineer for 18 (CDDs) community development districts providing engineering and consulting services to resident boards in southwest Florida including one of Florida's largest CDDs, Fishhawk Ranch. Mr. Brletic has over 10 years of experience in project management, design, and construction for projects including land development, stormwater management, roadway improvements, and community amenities for not only (CDDs) community development districts, but also local, state, and federal municipalities, and school boards.

Mr. Brletic was born in St. Petersburg, FL and graduated from the University of North Florida in 2011. He has been working in the southwest Florida for the entirety of his career and has continued involvement in the community whether that be through being a part of the Leadership Tampa Bay organization or coaching his son's local sports teams.



### ROBERT DVORAK, PE

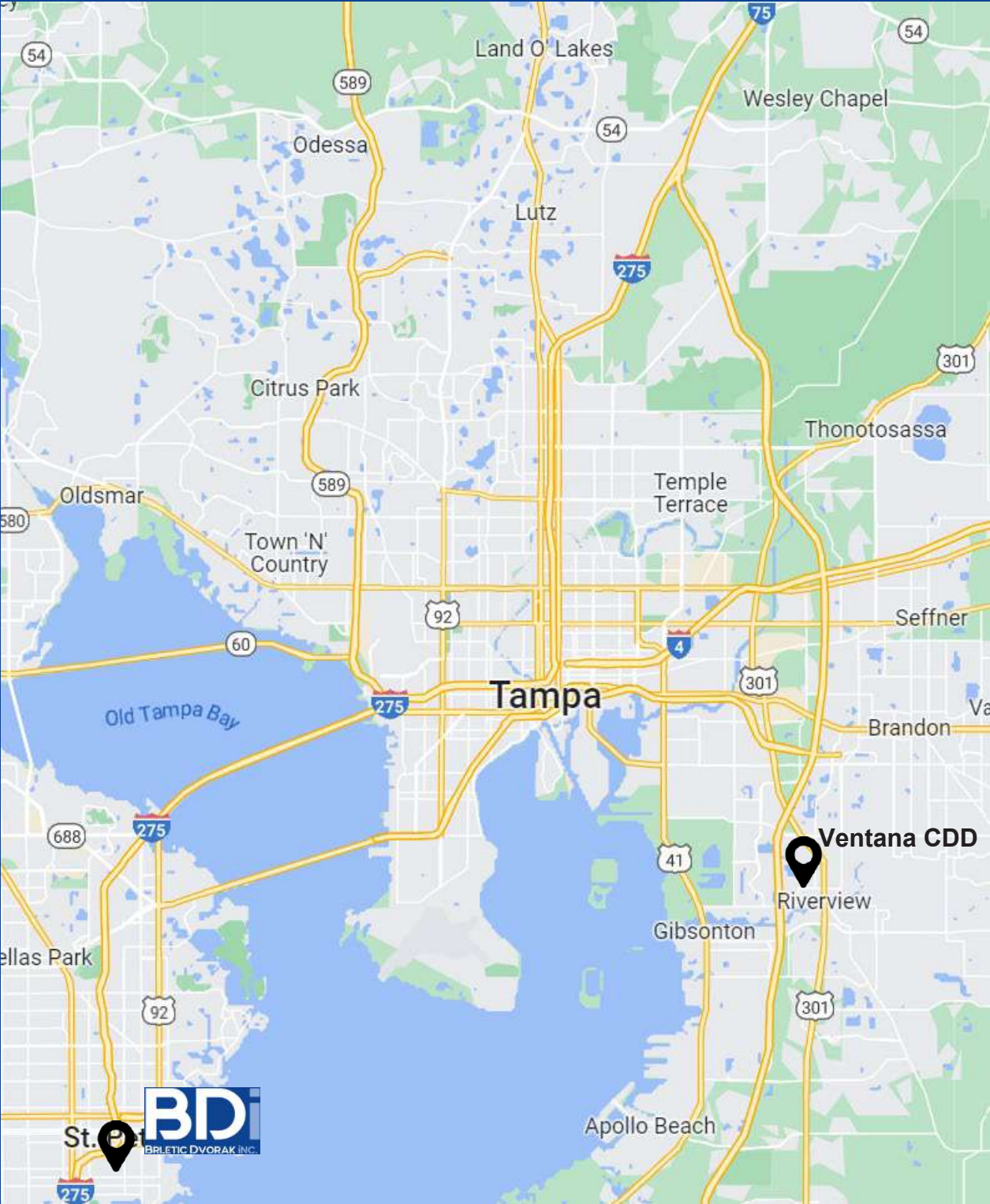
Robert Dvorak serves as the District Engineer for 10 (CDDs) community development districts located throughout southwest Florida. Mr. Dvorak has over 35 years of civil engineering experience primarily in the field of water resources. Robert's responsibilities include project management, lead technical engineer, for the planning, design and permitting services for a wide range of public and private projects.

Mr. Dvorak graduated from the University of Florida in 1984 and started his engineering career at the Southwest Florida Water Management District in Brooksville, Florida. He has been working in the Tampa Bay area his entire career and in addition to consulting for CDD's, he has supported FDOT, City of Tampa and Pinellas County working as an extension of their staff through various general service contracts.

Robert number one core value is relationships based on mutual respect with the primary objective of being the best possible advocate for his clients.

# GEOGRAPHIC LOCATION

Bretic Dvorak, Inc.  
536 4th Ave. S, Unit 4 St.  
Petersburg, FL 33701



# PAST PERFORMANCE

## CONCORD STATION COMMUNITY DEVELOPMENT DISTRICT (CDD)

Land O' Lakes, FL

**Splash Pad.** Stephen Brletic performed project management, permitting, and construction administration services in relation to construction of a splash pad amenity and hardscape improvements at the CDD clubhouse. *(Construction budget: \$150,000)*

**CDD Common Area Drainage Improvements.** Stephen Brletic aided in provided survey, design, permitting and construction administration services to address extensive ponding issues on CDD property that was affecting private property.



Splash Pad at Concord Station CDD

## BOBCAT TRAIL COMMUNITY DEVELOPMENT DISTRICT (CDD)

North Port, FL

**Roadway Assessment.** Robert Dvorak and Stephen Brletic provided a proposal to research the composition of the original roadway asphalt design and performed a site visit to observe existing pavement conditions. BDI will evaluate pavement conditions based on current pavement surface rating guidelines and document the findings, including pictures, in a written report with construction cost estimates.

## STERLING HILL COMMUNITY DEVELOPMENT DISTRICT (CDD)

Spring Hill, FL

### Permit Inventory and Inspection Scheduling.

Stephen Brletic researched and inventoried permit documents from the SWFWMD office and developed a detailed map and spreadsheet indicating each permit, Sterling Hill Community pond location, inspection time, and Hernando County parcel number.

**Splash Pad.** Stephen Brletic provided project management services for the CDD selected contractor and Engineer- of-Record for a splash pad project at the Sterling Hill South clubhouse facility. This also required permit modifications to the community's SWFWMD Environmental Resource Permit.

## HERITAGE OAK PARK COMMUNITY DEVELOPMENT DISTRICT (CDD)

Port Charlotte, FL

**Clubhouse Acoustics Project.** Due to poor sound quality and reverberation in the main hall of the clubhouse, the board requested Robert Dvorak to research specialist acoustic consultants, procure proposals, and provide a summary and recommendation for the boards review and approval. The project was successfully implemented and consisted of 21 acoustic panels placed on walls throughout the clubhouse covered in matching fabric.

**Pool Deck Improvement Project.** Robert Dvorak prepared plans and specifications for improvements to the clubhouse pool deck which was experiencing subsidence due to poor underlying soils. BDI also prepared and issued an RFP package, solicited proposals from contractors, and held a pre-proposal meeting on-site. This project is ongoing.



## DIAMOND HILL COMMUNITY DEVELOPMENT DISTRICT (CDD)

Valrico, FL

**Brilliant Cut Way Drainage Improvements.** Stephen Brletic performed survey, design, permitting, and construction administration

to improve drainage and alleviate nuisance flooding in yards adjacent to CDD ponds and residential properties. *(Construction budget: \$20,000)*

**Permit Inventory and Inspection Scheduling.** Stephen Brletic researched and inventoried permit documents from the Southwest Florida Water Management District (SWFWMD) office and developed a detailed map and spreadsheet indicating each permit, Diamond Hill Community pond location, inspection time, and parcel number.

**Pond Repairs.** Stephen Brletic assessed the conditions of a stormwater detention pond and examined recent repairs to its drainage structure and inflow pipe foundation for this two-phase project. Staff collected data, evaluated and researched permits, and performed hydraulic and hydrologic calculations. For Phase I, BDI published a report outlining feasible improvements and cost estimates. For Phase II, BDI developed construction documents for competitive bid and designed a much-improved energy dissipating structure with sand cement armoring and regrading along the bottom and side slopes of the pond.



Pond Repairs at Diamond Hill CDD

## HARBOUR ISLES COMMUNITY DEVELOPMENT DISTRICT (CDD)

Apollo Beach, FL

**Permit Inventory and Inspection Scheduling.** Stephen Brletic researched and inventoried permit documents from the SWFWMD office and developed a detailed map and spreadsheet indicating each permit, Harbour Isles Community pond location, inspection time, and Hillsborough County parcel number.

**New Fitness Center.** Stephen Brletic aided in completed site design and permitting for a new community fitness center. Staff obtained permits from Hillsborough County and SWFWMD. BDI prepared contract documents, including general conditions, assisted in the bid phase, and provided construction phase services. *(Construction budget: \$119,000)*

**Night Swimming Assessment.** Stephen Brletic performed light readings and made lighting recommendations regarding the availability of the community swimming pool during dark hours.

**Traffic Analyses.** Stephen Brletic reviewed a Signal Warrant Study from the Florida Department of Transportation (FDOT) for the intersection of US 41/SR 45 at Spindle Shell Way. BDI is currently working with FDOT and a neighboring development to discuss their review.

**Miscellaneous Assistance.** Stephen Brletic provides ongoing miscellaneous assistance regarding CDD assets such as reclaimed water assessment and construction, pool paver subsidence, nuisance flooding around the pool and landscaping, utility valve subsidence, decorative lighting assistance, and monitoring the County's progress extending reclaimed water to the development within the next two years.



Pond Restoration at Harbour Isles CDD



**MIRA LAGO COMMUNITY DEVELOPMENT DISTRICT (CDD)**

Apollo Beach, FL

**Permit Inventory and Inspection Scheduling.** Stephen Brletic researched and inventoried permit documents from the SWFWMD office and developed a detailed map and spreadsheet indicating each permit, Mira Lago Community pond location, inspection time, and Hillsborough County parcel number.

**Pond Bank Restoration.** Stephen Brletic performed design, and construction administration tasks for the reconstruction and restoration of the pond banks on numerous stormwater management ponds within the community. The objective of the project was to restore the eroded banks to the permitted side slopes and repair drainage structures required for safety and functionality. *(Construction budget: \$70,000)*

**Adjacent Development Impact Management.** This task required coordination with state permit agencies and private developers to coordinate impacts to the existing community caused by the new construction of a subdivision adjacent to the CDD owned properties and residential lots.



Sidewalk Repairs at Fishhawk Ranch CDD

**FISHHAWK RANCH COMMUNITY DEVELOPMENT DISTRICT (CDD)**

Lithia, FL

**Permit Inventory and Inspection Scheduling.** Stephen Brletic researched and inventoried permit documents from the SWFWMD office and developed a detailed map and spreadsheet indicating each permit, Fishhawk Ranch Community pond location, inspection time, and Hillsborough County parcel number.

**Engineer Transition.** This task required coordination with the past Engineer-of-Record for the community to retain and update all documents during a transition and merger of three CDDs including maintenance and inventory data and maps, clubhouse equipment inventory, and past CDD owned improvement project data.

**Trail Evaluation/Repair Projects.** This task required field evaluation of specific sections of the Fishhawk Ranch community trail which experienced drainage issues or failure. Stephen Brletic provided design and permitting to address the trail issues in some cases. Stephen Brletic also performed construction administration services related to the construction and improvements to the trails.

**Fishhawk Aquatic Center Vault Replacement.** This task required evaluation of an aging underground vault that housed pumps and equipment for the waterfall feature pool at the Aquatic Center that was failing. handled soliciting an RFP to contractors along with construction administration services related to the vault replacement. *(Construction budget: \$75,000)*

**Fishhawk Tennis Club Drainage Improvements.** This task required design and construction administration services to address ponding and drainage impendence surrounding the existing clay tennis courts while maintaining the aesthetics and landscaping in the area. *(Construction budget: \$12,000)*



Pond Bank Restoration at Mira Lago CDD

## RIVER BEND COMMUNITY DEVELOPMENT DISTRICT (CDD)

Ruskin, FL

**Permit Inventory and Inspection Scheduling.** Stephen Brletic researched and inventoried permit documents from the SWFWMD office and developed a detailed map and spreadsheet indicating each permit, River Bend Community pond location, inspection time, and Hillsborough County parcel number.

**Amenity Center Drainage Improvements.** The River Bend CDD has experience chronic flooding due to rapid expansion of the amenities within the parcel without accommodating additional stormwater runoff. Stephen Brletic performed survey, design, permitting, and construction administration services to address existing flooding occurring at the access, parking lot, playground, tennis court, pool equipment area, and open spaces. The improvements will accommodate future amenity projects through total buildout of the parcel. *(Construction budget: \$119,000)*

**Basketball/Tennis Court Replacement.** Stephen Brletic performed survey, design, permitting, and construction administration for a basketball/tennis court with associated fencing and security adjacent to their clubhouse pool to replace the existing failed courts. *(Construction budget: \$135,000)*

**Pool Heating Analysis and Construction.** Stephen Brletic prepared a comparative analysis of heating the District's pool using natural gas, electricity, or propane. Stephen Brletic also performed all construction administration services associated with implementing an electrical heat pump system. *(Construction budget: \$65,000)*



Pond Bank Restoration at Bridgewater of Wesley Chapel CDD

## BRIDGEWATER AT WESLEY CHAPEL COMMUNITY DEVELOPMENT DISTRICT (CDD)

Wesley Chapel, FL

**Pond Bank Restoration.** Stephen Brletic performed surveying, design, and construction administration tasks for the reconstruction and restoration of the pond banks on numerous stormwater management ponds within the community. The objective of the project was to restore the eroded banks to the permitted side slopes and repair drainage structures required for safety and functionality. *(Construction performed to-date: \$70,000)*

**Pond Maintenance Plan.** The objective of this task was to determine the extent of repair needed for each pond, establish an estimated cost, and prioritize each pond based on the functional performance requirements. Inspections were performed for each pond site noting any issue that would require maintenance or repair. Numerous ponds had erosion on the side slopes and several had control structures that were not functioning as designed due to skimmer settlement or foundation/ embankment erosion. A report was prepared and presented to the CDD Board for additional action and as a planning tool to eventually address all the ponds.

**Sidewalk Evaluation.** This task required a walkthrough of the entire community to evaluate the ADA compliance of the CDD maintained sidewalks. A full inventory with picture documentation was then presented to the board with cost estimates of the repairs. BDI also performed construction administration services in relation to the repair project. *(Construction budget: \$30,000)*



Basketball/Tennis Court Replacement at River Bend CDD



## HERITAGE SPRINGS COMMUNITY DEVELOPMENT DISTRICT (CDD)

Trinity, FL

**Hole #17 Drainage Improvement Project.** Robert Dvorak designed regrading for a section of the community golf course that was already filled and partially blocking the free flow of water over a 250-foot weir. The new design created a compromise, providing a dry landing area for golfers without inhibiting the flow of water during flood conditions. BDI included rip-rap to stabilize areas within high-flow zones, along with a stone-filled Geoweb containment system. *(Construction budget: \$35,000)*

**Pond Inspections and Report Writing.** Robert Dvorak conducts inspections and writes reports as part of this as-needed professional engineering assignment. There are 39 water management facilities in the CDD which require inspection and certification compliance for the SWFWMD. BDI researched each file to establish a list of facilities and prioritize their inspection and certification needs. Currently, Robert Dvorak is conducting several inspections quarterly to maintain a satisfactory schedule with the District.

**Warrington Way Drainage Project.** Warrington Way has historically flooded due to low elevations in the roadway, causing standing water during peak flood conditions in adjacent wetlands. This project required a bypass drainage system to capture and route water away from the Warrington Way storm sewer system, thereby alleviating flood water and providing another outfall to the wetland. BDI updated the Master Drainage Analysis and provided a hydrologic and hydraulic modeling analysis, ensuring the proposed project would not adversely impact downstream properties. Robert Dvorak also obtained a modification to the approved Environmental Resource Permits (ERP) from SWFWMD and provided construction management services, handling everything from bidding to construction observations and final close-outs. *(Construction budget: \$150,000)*

**Pond Repairs.** Robert Dvorak provides ongoing pond inspections and develops plans for specific repairs to banks, gabions, weirs, and flumes. Robert Dvorak also ensures water can flow freely from the development by clearing potential obstructions around structures in the wetlands.

**Grass Carp Research.** Robert Dvorak developed research literature regarding grass carp to control nuisance vegetation in stormwater detention ponds and presented a full report with recommendations to the Board.

## LEXINGTON OAKS COMMUNITY DEVELOPMENT DISTRICT (CDD)

Wesley Chapel, FL

**Pond Bank Restoration.** Stephen Brletic performed design, and construction administration tasks to reconstruct and restore numerous stormwater management pond banks within the community. This project restored eroded banks and repaired drainage structures, thereby improving safety and functionality. *(Construction performed to-date: \$450,000)*

**Permit Inventory and Inspection Scheduling.** Stephen Brletic researched and inventoried permit documents from the SWFWMD office and developed a detailed map and spreadsheet indicating each permit, Lexington Oaks Community pond location, inspection time, and Hillsborough County parcel number.

**Pond Maintenance Plan.** Stephen Brletic performed inspections for several pond sites to determine potential issues requiring maintenance or repair. Stephen found numerous ponds with eroded side slopes and dysfunctional control structures due to skimmer settlement and foundation/embankment erosion. Stephen prepared a report for the CDD to use as a planning tool for future pond maintenance and repair.

**Amenities Center Drainage Improvements.** Stephen Brletic performed design services to alleviate extensive flooding which kept residents from using playcourts and fields and prohibited maintenance. *(Construction budget: \$40,000)*

**ADA Facility Compliance.** Stephen Brletic developed a list of necessary ADA facility improvement requirements and developed plans for the first set of new sidewalks scheduled for improvement in the near future.

**Reserve Study.** Stephen Brletic has prepared two updates to the CDD's Reserve Study.

**Court Resurfacing.** Stephen Brletic prepared plans for the resurfacing of two tennis courts and one basketball court. *(Construction budget: \$15,000)*

**Pool Heating Analysis.** Stephen Brletic prepared an analysis comparing natural gas and propane heating for the District's pool.

## SOUTH FORK COMMUNITY DEVELOPMENT DISTRICT (CDD)

Riverview, FL

**Permit Inventory and Inspection Scheduling.** Robert Dvorak researched and inventoried permit documents from the SWFWMD office and developed a detailed map and spreadsheet indicating each permit, South Fork Community pond location, inspection time, and Hillsborough County parcel number.

**Pond Bank Restoration.** Robert Dvorak performed design, and construction administration tasks for the reconstruction and restoration of the pond banks on three stormwater management ponds within the community. The objective of the project was to restore the eroded banks to the permitted side slopes and repair drainage structures required for safety and functionality. *(Construction budget: \$209,000)*

**Pond Maintenance Plan.** The objective of this task was to determine the extent of repair needed for specific ponds, establish an estimated cost, and prioritize the immediate needs for each pond based on the functional performance requirements. Inspections were performed for each pond site noting any issue requiring maintenance or repair. Numerous ponds had erosion on the side slopes, and several had drainage structures that were not functioning as designed due to becoming dislodged from embankment erosion. A report was prepared and presented to the CDD Board for alternative measures to address the pond issues and RFP packages were prepared for bidding purposes.

**Clubhouse Parking Lot Expansion.** Robert Dvorak performed design, and permitting tasks to add six parking spaces and incorporate an inlet and pipe system to alleviate an ongoing problem with standing water in the driveway.



Pedestrian Boardwalk at Oak Creek CDD

## OAK CREEK COMMUNITY DEVELOPMENT DISTRICT (CDD)

Wesley Chapel, FL

**Permit Inventory and Inspection Scheduling.** Robert Dvorak researched and inventoried permit documents from the SWFWMD office and developed a detailed map and spreadsheet indicating each permit, Oak Creek Community pond location, inspection time, and Pasco County parcel number.

**Basketball Court.** Robert Dvorak performed survey, design, permitting, and construction administration for a new basketball court adjacent to their clubhouse pool. The court will also be striped for a dual use for two pickleball courts. *(Construction budget: \$36,000)*

**Trail Boardwalks.** Robert Dvorak performed design, permitting, and construction administration for a pedestrian boardwalk in two locations within the community to connect existing trails through wetlands and over creeks to provide residents with safe access to the natural uplands to utilize as a picnic or walking trail amenity. *(Construction budget: \$63,000)*

**Playground Expansion.** Robert Dvorak performed design, and permitting to expand the existing playground to accommodate a new swing set area for toddlers while maintaining safe ADA access.



Pond Bank Restoration at South Fork CDD | Photo credit: James Griffin and Griffin Brothers Civil Construction



## SPRING RIDGE COMMUNITY DEVELOPMENT DISTRICT (CDD)

Brooksville, FL

**Community Lighting Analysis and Planning.** Stephen Brletic performed an evaluation of the current street lighting within the Spring Ridge community and provided a planning site plan to the local electricity provider to add light poles to increase coverage of light during the night as an increase to safety.

**Clubhouse Parking Improvements/Crosswalks.** Stephen Brletic provided design, and construction administration services in relation to drainage improvements, providing additional parking, and designing walkways to ADA standards. This task also included implementing crosswalks throughout the community to FDOT standards.

## THE WOODLANDS COMMUNITY DEVELOPMENT DISTRICT (CDD)

North Port, FL

**SWFWMD ERP and WUP Permit Map.** The board requested Robert Dvorak to produce a map showing the limits covered by each SWFWMD ERP and WUP permit within the development. Robert Dvorak researched SWFWMD files to identify stormwater management facilities and wells and pumps and developed separate spreadsheet to identify the the permittees and operation and maintenance entities. This map will be used a useful resource for current and future board members, the community's vendors and the CDD staff.

**Pond Equalizer Pipe.** Robert Dvorak provided construction observation and an as-built survey for a stormwater pipe project designed to equalized water levels between two existing master drainage ponds. The project allowed for an increase in surface water withdrawal used for irrigation throughout the development.

## WESTCHASE COMMUNITY DEVELOPMENT DISTRICT (CDD)

Tampa, FL

**CDD Common Area Drainage Improvements.** Robert Dvorak performed design, and construction administration services to address ponding issues on CDD property that was affecting private property. The project included replacing a collapsed plastic pipe and inlet system with equivalent concrete units. This project is ongoing and the CDD staff are soliciting proposals to perform the work.

**Asset/Landscape Maintenance Maps.** Robert Dvorak was tasked to update the existing community maps in relation to landscape maintenance and CDD ownership to the most recent records. These maps will be used as a useful resource for current and future board members, the community's vendors, and the CDD staff. The landscape map is currently being used in their current RFP for landscaping services.



Pond Restoration at Westchase CDD


# CURRENT / PROJECT WORKLOAD



The BDI team is available and has the capacity, technical expertise, range of services, and uniquely qualified personnel to provide Ventana CDD with all the services required. Our availability means you can expect stellar responsiveness, quality products, and projects delivered on or ahead of schedule.

All the key personnel are ready to begin work immediately. The chart below graphically depicts the workload commitments and availability over the next twelve months for the key personnel.

Key Staff Availability	0%	25%	50%	75%	100%
Stephen Brletic, PE	Availability		Current Workload		
Robert Dvorak, PE	Availability		Current Workload		
Jerry Whited	Availability			Current Workload	
Kirk Wagner	Availability			Current Workload	

 = Availability

 = Current Workload

## WORK PREVIOUSLY AWARDED

BDI has not been selected previously to provide services to the CDD.

## MINORITY BUSINESS ENTERPRISE

BDI is not a Minority Business Enterprise (MBE). We routinely partner with experienced and proven MBE's to provide complimentary services on a wide range of projects.



# PROJECT MANAGEMENT TOOLS

Our goal is a long-term partnership with the Ventana CDD. As partners, you can count on us to deliver desired results based on adherence to our corporate culture:

- **Teamwork** – We take pride in our ability to assemble the best team to accomplish your specific objectives. Every member of our team commits to exceeding your expectations. In order to achieve this, we will be actively involved in your organization and challenge ourselves to anticipate your future needs.
- **Integrity** – We have maintained long-term relationships with many of our clients. These relationships continue to thrive because our clients know that the BDI team can be trusted to act in their best interest at all times while achieving win-win solutions for all the stakeholders.
- **Responsibility** – As we enter into a new partnership, our commitment to you is that we take full responsibility for the end result. That means that you can rely on us to be proactive, to anticipate any potential challenges, and to offer solutions.

- **Hard work** – Every member of our team understands that hard work is the foundation for every project. Once we mutually agree on an approach, our team focus is on delivering superior service and a project that surpasses your quality, schedule, and budget requirements.
- **Community Involvement** – Among our core values is a serious commitment to community involvement..

We understand that every aspect of our culture needs to be adhered to daily to guarantee results for your organization. We look forward to the opportunity to become partners with Ventana CDD CDD and to help you achieve all your objectives.

The following sections address BDI's particular approach to meeting schedule and budget expectations.





# MANAGING PROJECTS TO MEET SCHEDULE AND BUDGET



**The BDI team is committed to meet and exceed Ventana CDD's schedule and budget requirements, whether our project budget is \$5,000 or \$500,000.** Astute, prudent management of financial and human resources is one of our core business values. We routinely deliver our projects ahead of schedule through a targeted, well-orchestrated effort of the entire team, including CDD staff. The depth of our team gives us the ability to add considerable resources to meet any schedule and to handle multiple assignments simultaneously, as we have proven on numerous general services contracts.

As Project Manager, Robert Dvorak, PE, will follow these **guidelines to successfully accomplish each assignment:**

- Identify the right team to efficiently deliver each assignment.
- Develop a well-defined scope.
- Keep the same people on the project team for the duration of the task.
- Conduct team meetings, typically weekly or bi-weekly.
- Proactively anticipate potential schedule or budget challenges and resolve them in advance.

All BDI project managers have been formally trained in BDI's approach to project management and for each project, the PM follows a detailed **Project Management Plan** procedures that describes the scope and deliverables and details the schedule, milestones, work breakdown structure, task assignments, and Quality Control Plan, including specific responsibilities for each key team member. The PMP and in-house PM tools save significant time. Some of the tools used to maintain control of the schedule and budget are described in the next sections.

## SCHEDULE & BUDGET CONTROLS

**Schedule:** With our depth of staff and vast array of multi-disciplined experience, BDI has the capability to fast track any project. This expertise provides the client with a **one-stop shop** for any project – whether we are serving as program manager, project manager, design support, or construction manager. We provide a complete array of engineering and management services integrated to our client's needs.

Between the level of expertise and the personnel available that have previous experience working on similar contracts for other local agencies, we have the capacity and expertise to maintain accelerated task order schedules. **Our depth of staff in the required disciplines ensures that each task assignment will be given the manpower necessary to provide Ventana CDD's with a quality end product within the project budget and schedule.**

Our schedules are developed in great detail, describing every activity involved in every phase. Moreover, activities are linked so that we are in essence creating a critical path project schedule. This schedule is one of several that our task order manager reviews for compliance on a weekly basis. He will review the level of completeness of every activity with the individuals performing the work and confirm that the project is on schedule.

We have the capacity and expertise to complete all assignments for this project on time. We recognize that a major element used to evaluate the effectiveness of our services is the degree to which schedules are completed. Our project efforts are directed toward a high level of schedule control and our project management policies have been devised to support this objective. We also realize that effective, timely response to the unexpected requests from the board, often on a moment's notice, is both art and science. We are confident that our team can easily respond to such assignments under this contract within the required number of days. Rapid, effective response to unforeseen situations is a skill that our team members have developed through years of experience and practice of putting our clients' immediate needs first and foremost. These values and high-performance expectations are ingrained into our culture. This Team maintains an attitude that all work schedules can be compressed saving time and man-hours for other assignments saving valuable community dollars.

Our web-based project management and accounting tools, in conjunction with scheduling software, regular team communications, corporate procedures for project execution, and sound judgment, allow our task order managers to identify problems early, so expedient correction can minimize schedule or cost overruns.

**Budget:** Keeping in mind the CDD's budget for each assignment, we will develop an appropriate scope to satisfy the budget constraints. Once underway, BDI focuses on cost control using a state-of-the-art integrated accounting and resource planning software and a collaborative team approach. During the performance of the project we track the hours and dollars expended on each project phase. All employee timesheets are input electronically at least weekly, so up-to-date project costs are available on each PM's dashboard.

# PROPOSED BILLING STRUCTURE

For each assignment, our project managers prepare a monthly progress report describing for each phase the percent of work completed, work performed during the report period, status with respect to schedule, unusual problems, delays, approval action, information required, and potential schedule slippage with recommendations. Project team meetings are held weekly or bi-weekly to discuss the progress of the project. Each phase is reviewed for progress, manpower allocations, budget, and schedule. Any issues are discussed and a strategy for their resolution is addressed. Invoices will be prepared by the Project Manager based on the hours worked on each assignment at hourly rates established in the contract.

## **PERSONNEL ASSIGNMENT & PROJECT EFFICIENCY**

The success of any project depends on utilizing the right personnel – those who possess the needed technical knowledge, successful project experience, specialized equipment, and collaboration skills.

Once notified of an assignment and based on the type and scope of work, Stephen will assemble the right project team in terms of team size and expertise, with the objective of keeping the team as small as possible to

meet the schedule and keeping the team intact throughout the entire project.

Clear expectations and close collaboration from the start of each assignment will enhance efficiency and minimize delays. BDI's focus is always on the end result: accurate, concise, and clear deliverables.

We have repeatedly demonstrated our ability to perform complex assignments on time and within budget, and to be proactively aware of and promptly responsive to the CDD's needs. The proof of our willingness and ability to meet schedule and budget expectations is in our performance.



# *State of Florida*

## *Department of State*

I certify the attached is a true and correct copy of the Articles of Incorporation of BRLETIC DVORAK, INC., a Florida corporation, filed electronically on December 05, 2022 effective January 03, 2023, as shown by the records of this office.

I further certify that this is an electronically transmitted certificate authorized by section 15.16, Florida Statutes, and authenticated by the code noted below.

The document number of this corporation is P22000090017.

Authentication Code: 221207110639-500398548025#1

Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this the  
Seventh day of December, 2022



  
Cord Byrd  
Secretary of State



Ron DeSantis, Governor

Melanie S. Griffin, Secretary



**FBPE**  
FLORIDA BOARD OF  
PROFESSIONAL ENGINEERS

## STATE OF FLORIDA

### BOARD OF PROFESSIONAL ENGINEERS

THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE  
PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

**DVORAK, ROBERT EDWIN III**

536 4TH AVENUE SOUTH  
UNIT 4  
ST. PETERSBURG FL 33701

**LICENSE NUMBER: PE40962**

**EXPIRATION DATE: FEBRUARY 28, 2025**

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Ron DeSantis, Governor

Melanie S. Griffin, Secretary



**FBPE**  
FLORIDA BOARD OF  
PROFESSIONAL ENGINEERS

## STATE OF FLORIDA

### BOARD OF PROFESSIONAL ENGINEERS

THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE  
PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

**BRLETIC, STEPHEN DANIEL**

10938 87TH AVE  
SEMINOLE FL 33772

**LICENSE NUMBER: PE81281**

**EXPIRATION DATE: FEBRUARY 28, 2025**

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## ARCHITECT – ENGINEER QUALIFICATIONS

### PART I - CONTRACT-SPECIFIC QUALIFICATIONS

#### A. CONTRACT INFORMATION

1. TITLE AND LOCATION *(City and State)*

**Ventana CDD, Hillsborough County, FL**

2. PUBLIC NOTICE DATE

3. SOLICITATION OR PROJECT NUMBER

N/A

#### B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE

**Robert Dvorak, PE**

5. NAME OF FIRM

**Brletic Dvorak, Inc. (BDI)**

6. TELEPHONE NUMBER

**(727) 420-0804**

7. FAX

8. E-MAIL ADDRESS

**Rdvorak@bdienigneers.com**

#### C. PROPOSED TEAM

*(Complete this section for the prime contractor and all key subcontractors.)*

	(Check)				9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
	PRIME	JV	PARTNER	SUBCON-TRACTOR			
<b>a.</b>	<input checked="" type="checkbox"/>				<b>Brletic Dvorak, Inc. (BDI)</b>  <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	536 4th Ave. S, Unit 4 St. Petersburg, FL 33701	Civil Engineering
<b>b.</b>					<input type="checkbox"/> CHECK IF BRANCH OFFICE		
<b>c.</b>					<input type="checkbox"/> CHECK IF BRANCH OFFICE		
<b>d.</b>					<input type="checkbox"/> CHECK IF BRANCH OFFICE		
<b>e.</b>					<input type="checkbox"/> CHECK IF BRANCH OFFICE		
<b>f.</b>					<input type="checkbox"/> CHECK IF BRANCH OFFICE		

#### D. ORGANIZATIONAL CHART OF PROPOSED TEAM

*(Attached)*

(Complete one Section E for each key person.)

12. NAME <b>Robert Dvorak, PE</b>	13. ROLE IN THIS CONTRACT <b>Senior Engineer</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>38</b>	b. WITH CURRENT FIRM <b>1</b>
15. FIRM NAME AND LOCATION (City and State) <b>Brletic Dvorak, Inc. (BDI)   St. Petersburg, FL</b>			
16. EDUCATION (DEGREE AND SPECIALIZATION) BSE, Agricultural Engineering, University of Florida, 1984		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer, FL 40962	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Mr. Dvorak is responsible for managing the water resource projects for Johnson, Mirmiran and Thompson, Inc. as well as the design, hydrologic and hydraulic modeling, and regulatory permitting for a wide range and variety of projects. His experience with the implementation of local and state regulations has enhanced his ability to expedite the permitting process with the ACOE, the DEP, the regional WMD's, and the FDOT.			

**19. RELEVANT PROJECTS**

1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
<b>Oak Creek Community Development District Engineering Support</b> Wesley Chapel, FL	Ongoing	Varies
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Project Manager.</b> BDI provides engineering services to the <b>Oak Creek CDD in Wesley Chapel</b> on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. Various tasks completed for the Oak Creek community include: <b>Basketball Court</b> – BDI is preparing plans to construct a basketball court to add to the existing amenities in the vicinity of the clubhouse pool. BDI will also oversee contractor bidding and construction phase services. <b>Trail Boardwalks</b> – BDI is preparing plans to construct a pedestrian boardwalk in two locations within the community to connect existing trails through wetlands and over creeks to provide residents with access to the natural uplands to utilize as a picnic or walking trail amenity.		
<b>Heritage Springs Community Development District Engineering Support</b> Pasco County, FL	Ongoing	Varies
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Project Manager.</b> BDI serves as District Engineer for the <b>Heritage Springs CDD</b> and our recent tasks have been varied, including permit inventory and inspections, coordination of and recommendations for maintenance of wetland and mitigation areas, design of drainage improvements, and repair of erosion and scour problems on stormwater ponds, open conveyances, and weirs. For most projects, in addition to design and permitting services, BDI has provided construction support including RFP development, bidding assistance through construction observation and project close-out. BDI also completed a synthesis of research literature regarding the use of grass carp to control nuisance vegetation in stormwater detention ponds. A report with recommendations was presented to the Board.		
<b>South Fork Community Development District (CDD) Engineering Support</b> Riverview, FL	Ongoing	Varies
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Project Manager.</b> BDI is providing engineering services to the <b>South Fork Community Development District (CDD)</b> in Riverview, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. Various tasks completed for the South Fork community include Permit Inventory and Inspection Scheduling, Pond Bank Restoration, Traffic Analyses, and Pond Maintenance Plan. BDI provided traffic counts for the US 301 and Ambleside Boulevard intersection for the CDD.		
1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	



**Westchase Community Development District (CDD)  
Engineering Support**  
Tampa, FL

PROFESSIONAL SERVICES  
Ongoing

CONSTRUCTION *(if applicable)*  
Agenda Page: 24  
Varies

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE

Check if project performed with current firm

d. **Project Manager.** BDI is providing engineering services to the **Westchase Community Development District (CDD)** in Tampa, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. BDI provided a signing and marking inspection and certification for the CDD.



(Complete one Section E for each key person.)

12. NAME <b>Stephen Brletic, PE</b>	13. ROLE IN THIS CONTRACT <b>Project Manager</b>	14. YEARS EXPERIENCE	
		a. TOTAL 12	b. WITH CURRENT FIRM 1
15. FIRM NAME AND LOCATION (City and State) <b>Brletic Dvorak, Inc. (BDI)   St. Petersburg, FL</b>			
16. EDUCATION (DEGREE AND SPECIALIZATION) BS in Civil Engineering, University of North Florida, 2011		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer, Florida (81281)	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Mr. Brletic has over 11 years of experience in land development engineering in the Tampa Bay area. His project experience includes design and permitting for a wide range of projects, including residential subdivisions, commercial developments, and borrow pits. He routinely performs the functions necessary to design and permit land development projects.			

**19. RELEVANT PROJECTS**

a.	1) TITLE AND LOCATION (City and State) <b>Lexington Oaks Community Development District Engineering Support</b> Pasco County, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Project Manager.</b> BDI provides engineering services on a work order basis to serve as District Engineer for the Lexington Oaks CDD. The District is an approximately 800-acre master planned golf course development consisting of over 500 residential units and commercial buildings. Work orders included addressing pond erosion problems and sinkhole concerns, analysis of parking lot flooding, negotiations with the county for safety improvements to roadways, and assistance in repair for walls.		
b.	1) TITLE AND LOCATION (City and State) <b>Oak Creek Community Development District Engineering Support</b> Wesley Chapel, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Senior Design Engineer.</b> BDI provides engineering services to the <b>Oak Creek CDD</b> in <b>Wesley Chapel</b> on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. Various tasks completed for the Oak Creek community include: <b>Basketball Court:</b> BDI is preparing plans to construct a basketball court to add to the existing amenities in the vicinity of the clubhouse pool. BDI will also oversee contractor bidding and construction phase services. <b>Trail Boardwalks:</b> BDI is preparing plans to construct a pedestrian boardwalk in two locations within the community to connect existing trails through wetlands and over creeks to provide residents with access to the natural uplands to utilize as a picnic or walking trail amenity.		
c.	1) TITLE AND LOCATION (City and State) <b>Westchase Community Development District (CDD) Engineering Support</b> Tampa, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Senior Design Engineer.</b> BDI is providing engineering services to the <b>Westchase Community Development District (CDD)</b> in Tampa, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. BDI provided a signing and marking inspection and certification for the CDD.		
d.	1) TITLE AND LOCATION (City and State) <b>Fishhawk Ranch Community Development District Engineering Support</b> Lithia, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (if applicable) Varies
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		

(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE

Check if project performed with current firm Agenda Page 36

**Project Manager.** BDI provides engineering services to the Fishhawk Ranch CDD on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Various tasks completed for the Fishhawk Ranch community include: **Permit Inventory and Inspection Scheduling**—This task required research of SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community, when the pond inspections were to be completed, and the parcel number for Hillsborough County. **Engineer Transition**—This task required coordination with the past EOR for the community to retain and update all documents during a transition and merger of 3 CDDs including maintenance and inventory data and maps, clubhouse equipment inventory, and past CDD owned improvement project data.



(Complete one Section E for each key person.)

12. NAME <b>Jerry Whited</b>	13. ROLE IN THIS CONTRACT <b>Senior Inspector</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>10</b>	b. WITH CURRENT FIRM <b>1</b>
15. FIRM NAME AND LOCATION (City and State) <b>Brletic Dvorak, Inc. (BDI)   St. Petersburg, FL</b>			
16. EDUCATION (DEGREE AND SPECIALIZATION) N/A		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Stormwater Operator	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Mr. Whited is responsible for performing inspections on a variety of stormwater management facilities throughout southwest Florida for as-builts and recertification compliance. He also participates in advisory committee and association meetings to keep abreast of water management, environment surface water, and water use current and future issues and concerns. He has also performed inspections and surveys on numerous projects throughout southwest Florida. Jerry is also a FSA certified Stormwater Operator Level 1.			

**19. RELEVANT PROJECTS**

1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
<b>Wataset North Community Development District (CDD) Engineering Support</b> Apollo Beach, FL	Ongoing	Varies
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>a. Inspector.</b> BDI is providing engineering services to the <b>Wataset North Community Development District (CDD)</b> in Apollo Beach, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. Various tasks completed for the South Fork community include Permit Inventory and Inspection Scheduling, Pond Bank Restoration, Traffic Analyses, and Pond Maintenance Plan.		
<b>Country Walk Community Development District Engineering Support</b> Pasco County, FL	Ongoing	N/A
<b>b. Inspector.</b> Pond Inspections and Report Writing – BDI team conducts inspections and writes reports as part of a professional engineering services as-needed basis assignment. There are 39 water management facilities located in the HSCDD that require inspection and certification of compliance for SWFWMD. BDI was tasked to research the files at SWFWMD to establish a list of facilities and to prioritize the need for inspection and certification. Currently, BDI is conducting several inspections per quarter year to maintain a satisfactory schedule with SWFWMD.		
<b>Lexington Oaks Community Development District Engineering Support</b> Pasco County, FL	Ongoing	Varies
<b>c. Inspector.</b> BDI provided engineering services on a work order basis to serve as District Engineer for the Lexington Oaks CDD. The District is an approximately 800-acre master planned golf course development consisting of over 500 residential units and commercial buildings. Work orders included addressing pond erosion problems and sinkhole concerns, analysis of parking lot flooding, negotiations with the county for safety improvements to roadways, and assistance in repair for walls.		
<b>Fishhawk Ranch Community Development District Engineering Support</b> Lithia, FL	Ongoing	Varies
<b>d. Inspector.</b> BDI provides engineering services to the Fishhawk Ranch CDD on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Various tasks completed for the Fishhawk Ranch community include: <b>Permit Inventory and Inspection Scheduling</b> —This task required research of		

SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community, when the pond inspections were to be completed, and the parcel number for Hillsborough County. **Engineer Transition**– This task required coordination with the past EOR for the community to retain and update all documents during a transition and merger of 3 CDDs including maintenance and inventory data and maps, clubhouse equipment inventory, and past CDD owned improvement project data.

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT** Agenda Page 39  
 (Complete one Section E for each key person.)

12. NAME <b>Cliff Wilson</b>	13. ROLE IN THIS CONTRACT <b>Transportation Designer</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>41</b>	b. WITH CURRENT FIRM <b>1</b>
15. FIRM NAME AND LOCATION (City and State) <b>Brletic Dvorak, Inc. (BDI)   St. Petersburg, FL</b>			
16. EDUCATION (DEGREE AND SPECIALIZATION) University of Florida, College of Architecture		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Florida Institute of Consulting Engineers – Certified in Advanced Work Zone Traffic Control	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Mr. Wilson has 41 years of experience in the transportation and traffic engineering field. His transportation experience includes roadway design, traffic control plans, transportation planning, drainage design, signing and pavement marking design and utility relocation plans using Microstation and Geopak			

**19. RELEVANT PROJECTS**

1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
<b>Harbour Isles Community Development District Engineering Support</b> Hillsborough County, Florida	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (if applicable) <b>Varies</b>
a. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Senior Designer.</b> BDI serves as the District Engineer for this community. Assignments have included: design, permitting, and construction phase services for a new fitness center; night swimming assessment; traffic analyses; SWFWMD permit reviews; and assistance with nuisance flooding, pool paver subsidence, and planning for reclaimed water.		
<b>Diamond Hill Community Development District Engineering Support</b> Hillsborough County, Florida	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (if applicable) <b>Varies</b>
b. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Senior Designer.</b> BDI serves as the District Engineer for this community. Assignments have included pond repairs, pond inspections, and assistance with minor maintenance issues.		
<b>Autumn Leaves Drive Drainage Improvements</b> Hillsborough County, Florida	PROFESSIONAL SERVICES <b>2014</b>	CONSTRUCTION (if applicable) <b>2014</b>
c. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm <b>Senior Designer.</b> Autumn Leaves Drive and the immediate vicinity has experienced street flooding during heavy rainfall events. However, during drought periods, the water level in the Autumn Leaves Drive stormwater pond was below that desired by some of the neighborhood residents. The alternative selected for construction included conveyance upgrades, an overbank weir, an additional outfall pipe, and control structure modifications.		
<b>State Road 580 Sidewalk Design</b> Pinellas County, Florida	PROFESSIONAL SERVICES <b>2008</b>	CONSTRUCTION (if applicable) <b>2009</b>
d. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm <b>Designer.</b> This project for FDOT District 7 involved sidewalk design along SR 580 in Hillsborough County including drainage design and pedestrian enhancements at each intersection.		

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**  
 (Complete one Section E for each key person.)

12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE
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<b>Kirk Wagner</b>	<b>Senior Inspector</b>	a. TOTAL 25	b. WITH CURRENT FIRM Agenda Page 40
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15. FIRM NAME AND LOCATION (*City and State*)  
**Brletic Dvorak, Inc. (BDI) | St. Petersburg, FL**

16. EDUCATION ( <i>DEGREE AND SPECIALIZATION</i> ) BS in Computer Science, LFSU	17. CURRENT PROFESSIONAL REGISTRATION ( <i>STATE AND DISCIPLINE</i> ) N/A
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18. OTHER PROFESSIONAL QUALIFICATIONS (*Publications, Organizations, Training, Awards, etc.*)  
 Mr. Wagner is responsible for performing inspections on a variety of stormwater management facilities throughout southwest Florida for as-builts and recertification compliance. He also participates in advisory committee and association meetings to keep abreast of water management, environment surface water, and water use current and future issues and concerns. He has also performed inspections and surveys on numerous projects throughout southwest Florida. Kirk also holds certifications including FDEP Stormwater Erosion and Sedimentation Control Inspector –Inspector # 46681, FDACS Pesticide applicators license for category 5A – Aquatics, and FSA Stormwater Operator Level 1 certification.

**19. RELEVANT PROJECTS**

1) TITLE AND LOCATION ( <i>City and State</i> )		(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION ( <i>if applicable</i> )
<b>Spring Ridge Community Development District (CDD) Engineering Support</b> Brooksville, FL		Ongoing	Varies
(3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>a. Inspector.</b> BDI is providing engineering services to the <b>Spring Ridge Community Development District (CDD)</b> in Brooksville, Florida, on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager. Various tasks completed for the Spring Ridge community include Permit Inventory and Inspection Scheduling, Pond Bank Restoration, Traffic Analyses, and Clubhouse Improvements.			
<b>Westchase Community Development District Engineering Support</b> Hillsborough County, FL		Ongoing	N/A
(3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>b. Inspector.</b> Pond Inspections and Report Writing – BDI team conducts inspections and writes reports as part of a professional engineering services as-needed basis assignment. There are a number of water management facilities located in the Westchase CDD that require inspection and certification of compliance for SWFWMD. BDI was tasked to research the files at SWFWMD to establish a list of facilities and to prioritize the need for inspection and certification. Currently, BDI is conducting several inspections per quarter year to maintain a satisfactory schedule with SWFWMD.			
<b>Lexington Oaks Community Development District Engineering Support</b> Pasco County, FL		Ongoing	Varies
(3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>c. Inspector.</b> BDI provided engineering services on a work order basis to serve as District Engineer for the Lexington Oaks CDD. The District is an approximately 800-acre master planned golf course development consisting of over 500 residential units and commercial buildings. Work orders included addressing pond erosion problems and sinkhole concerns, analysis of parking lot flooding, negotiations with the county for safety improvements to roadways, and assistance in repair for walls.			
<b>Fishhawk Ranch Community Development District Engineering Support</b> Lithia, FL		Ongoing	Varies
(3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>d. Inspector.</b> BDI provides engineering services to the Fishhawk Ranch CDD on an as-needed basis to assist the community in maintaining and improving their infrastructure assets. Various tasks completed for the Fishhawk Ranch community include: <b>Permit Inventory and Inspection Scheduling</b> –This task required research of SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community, when the			

pond inspections were to be completed, and the parcel number for Hillsborough County. **Engineer Transition**–  
This task required coordination with the past EOR for the community to retain and update all documents during  
a transition and merger of 3 CDDs including maintenance and inventory data and maps, clubhouse equipment  
inventory, and past CDD owned improvement project data.

<b>TEAM'S</b> <b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED</b> <b>QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	20. EXAMPLE PROJECT KEY NUMBER <b>1</b>
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21. TITLE AND LOCATION <i>(City and State)</i> <b>Harbour Isles Community Development District (CDD)</b> <b>Hillsborough County, FL</b>	22. YEAR COMPLETED <table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">PROFESSIONAL SERVICES Ongoing</td> <td style="width: 50%;">CONSTRUCTION <i>(If applicable)</i> Varies</td> </tr> </table>	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i> Varies
PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i> Varies		

23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER Inframark IMS	b. POINT OF CONTACT NAME Angle Montagna	c. POINT OF CONTACT TELEPHONE NUMBER (813) 991-1116

BDI provides engineering services to the **Harbour Isles Community Development District (CDD)** on an as-needed basis to assist the community in maintaining and improving their infrastructure assets.

Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity and each has a specific scope and schedule which is coordinated through the Board and District Manager.

Various tasks completed for the Harbour Isles community include:

- **Permit Inventory and Inspection Scheduling** – This task required research of SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community, when the pond inspections were to be completed, and the parcel number for Hillsborough County.
- **New Fitness Center** – BDI recently completed the site design and permitting for a new fitness center adjacent to the existing clubhouse. Permits were obtained from Hillsborough County and the Southwest Water Management District. We prepared the contract documents, including general conditions, assisted in the bid phase, and provided construction phase services as well. *(Construction budget: \$119,000)*
- **Night Swimming Assessment** – BDI performed light readings and made lighting recommendations with respect to the availability of the community swimming pool during dark hours.
- **Traffic Analyses** – BDI has reviewed the Signal Warrant Study provided by the Florida Department of Transportation for the intersection of US 41/SR 45 at Spindle Shell Way. Discussion with FDOT and the neighboring development are underway.
- **Miscellaneous Assistance** – BDI provides miscellaneous assistance regarding CDD assets, such as:
  - Reclaimed water assessment and construction
  - Pool paver subsidence
  - Nuisance flooding around landscaped areas and pool area
  - Utility valve subsidence
  - Monitoring progress of County’s plans to extend reclaimed water to the development within the next two years
  - Decorative lighting assistance

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
a. (1) FIRM NAME Brletic Dvorak, Inc. (BDI)	(2) FIRM LOCATION <i>(City and State)</i> Tampa, FL	(3) ROLE Engineering,



<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	20. EXAMPLE PROJECT KEY NUMBER <b>2</b>
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21. TITLE AND LOCATION <i>(City and State)</i> <b>Diamond Hill Community Development District (CDD)</b> <b>Hillsborough County, FL</b>	22. YEAR COMPLETED <table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">PROFESSIONAL SERVICES Ongoing</td> <td style="width: 50%;">CONSTRUCTION <i>(If applicable)</i> Varies</td> </tr> </table>	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i> Varies
PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i> Varies		

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Rizzetta & Company, Inc.	b. POINT OF CONTACT NAME Christina Newsome	c. POINT OF CONTACT TELEPHONE NUMBER (813) 933-5571
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BDI provides engineering services to the **Diamond Hill Community Development District (CDD)** in **Valrico** on an as-needed basis to assist the community in maintaining and improving their infrastructure assets.

Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager.

Various tasks completed for the Diamond Hill community include:

- **Brilliant Cut Way Drainage Improvements** – BDI performed survey, design, permitting, and construction administration for drainage improvement to alleviate nuisance yard flooding adjacent to CDD ponds and residential properties. *(Construction budget: \$20,000)*
- **Permit Inventory and Inspection Scheduling** – This task required research of SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community, when the pond inspections were to be completed, and the parcel number for Hillsborough County.
- **Pond Repairs** - BDI reviewed the stormwater detention pond conditions and performance. Specific concerns were recent repairs to drainage structures and inflow pipe foundations. Data collection and permit evaluation and research as well as hydraulic and hydrologic calculations were specific tasks. The final deliverable was a report addressing probable improvements and cost estimates for Phase I. Phase II consisted of developing construction documents for competitive bid. The design improvements consisted of an energy dissipating structure with sand cement armoring and regrading around the pond bottoms and side slopes.
- **Pond Inspections** – BDI reviewed all the permits for the development's 23 ponds and developed an inspection schedule to comply with SWFWMD requirements. BDI performs the necessary pond inspections.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a. (1) FIRM NAME Brletic Dvorak, Inc. (BDI)	(2) FIRM LOCATION <i>(City and State)</i> Tampa, FL	(3) ROLE Engineering
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<b>TEAM'S</b> <b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED</b> <b>QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified.                  Complete one Section F for each project.)</i>	20. EXAMPLE PROJECT KEY NUMBER <b>3</b>
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21. TITLE AND LOCATION <i>(City and State)</i> <b>Fishhawk Ranch Community Development District (CDD)</b> <b>Lithia, Hillsborough County, FL</b>	22. YEAR COMPLETED PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i> Varies
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23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER Halifax Solutions	b. POINT OF CONTACT NAME Eric Dailey	c. POINT OF CONTACT TELEPHONE NUMBER (813) 244-4388

BDI provides engineering services to the **Fishhawk Ranch Community Development District (CDD)** in **Lithia** on an as-needed basis to assist the community in maintaining and improving their infrastructure assets.

Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager.

Various tasks completed for the Fishhawk Ranch community include:

- **Permit Inventory and Inspection Scheduling** – This task required research of SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community, when the pond inspections were to be completed, and the parcel number for Hillsborough County.
- **Engineer Transition** – This task required coordination with the past EOR for the community to retain and update all documents during a transition and merger of 3 CDDs including maintenance and inventory data and maps, clubhouse equipment inventory, and past CDD owned improvement project data.
- **Various Pond Restoration/Drainage Improvements** – BDI performed surveying, design and construction administration tasks for the reconstruction and restoration of the pond banks on numerous stormwater management ponds within the community. The objective of the project was to restore the eroded banks to the permitted side slopes and repair drainage structures required for safety and functionality.
- **Palmetto Club Building Repairs** – BDI performed construction assistance and project management for the CDD from start to finish for the Palmetto Cub repairs associated with storm damage.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
a. (1) FIRM NAME Brletic Dvorak, Inc. (BDI)	(2) FIRM LOCATION <i>(City and State)</i> Tampa, FL	(3) ROLE Engineering, Survey

<b>TEAM'S</b> <b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED</b> <b>QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	20. EXAMPLE PROJECT KEY NUMBER <b>4</b>
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21. TITLE AND LOCATION <i>(City and State)</i> <b>Mira Lago West Community Development District (CDD)</b> <b>Ruskin, Hillsborough County, FL</b>	22. YEAR COMPLETED <table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">PROFESSIONAL SERVICES Ongoing</td> <td style="width: 50%;">CONSTRUCTION <i>(If applicable)</i> Varies</td> </tr> </table>	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i> Varies
PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i> Varies		

23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER Rizzetta & Company, Inc.	b. POINT OF CONTACT NAME Jennifer Goldyn	c. POINT OF CONTACT TELEPHONE NUMBER (813) 533-2950

BDI provides engineering services to the **Mira Lago West Community Development District (CDD)** in **Ruskin** on an as-needed basis to assist the community in maintaining and improving their infrastructure assets.

Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager.

Various tasks completed for the Mira Lago West community include:

- **Permit Inventory and Inspection Scheduling** – This task required research of SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community, when the pond inspections were to be completed, and the parcel number for Hillsborough County.
- **Pond Bank Restoration** – BDI performed surveying, design and construction administration tasks for the reconstruction and restoration of the pond banks on numerous stormwater management ponds within the community. The objective of the project was to restore the eroded banks to the permitted side slopes and repair drainage structures required for safety and functionality.
- **Adjacent Development Impact Management** – This task required coordination with state permit agencies and private developers to coordinate impacts to the existing community caused by the new construction of a subdivision adjacent to the CDD owned properties and residential lots.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
a. (1) FIRM NAME Brletic Dvorak, Inc. (BDI)	(2) FIRM LOCATION <i>(City and State)</i> Tampa, FL	(3) ROLE Engineering,



<b>TEAM'S</b> <b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED</b> <b>QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	20. EXAMPLE PROJECT KEY NUMBER <b>5</b>
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21. TITLE AND LOCATION <i>(City and State)</i> <b>Sterling Hill Community Development District (CDD)</b> <b>Spring Hill, FL</b>	22. YEAR COMPLETED <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 2px;">PROFESSIONAL SERVICES Ongoing</td> <td style="width: 50%; padding: 2px;">CONSTRUCTION <i>(If applicable)</i> Varies</td> </tr> </table>	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i> Varies
PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i> Varies		

23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER Rizzetta & Company, Inc.	b. POINT OF CONTACT NAME Jayna Cooper	c. POINT OF CONTACT TELEPHONE NUMBER (813) 994-1001

BDI provides engineering services to the **Sterling Hill Community Development District (CDD)** in **Spring Hill** on an as-needed basis to assist the community in maintaining and improving their infrastructure assets.

Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager.

Various tasks completed for the Sterling Hill community include:

- **Permit Inventory and Inspection Scheduling** – This task required research of SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community, when the pond inspections were to be completed, and the parcel number for Hillsborough County.
- **Splash Pad** – This task required project management of the CDD selected contractor and EOR for a splash pad project at the Sterling Hill South clubhouse facility. This also required permit modifications to the community's SWFWMD Environmental Resource Permit.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
a. (1) FIRM NAME Brletic Dvorak, Inc. (BDI)	(2) FIRM LOCATION <i>(City and State)</i> Tampa, FL	(3) ROLE Engineering

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	20. EXAMPLE PROJECT KEY NUMBER  <b>6</b>
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21. TITLE AND LOCATION <i>(City and State)</i> <b>Heritage Springs Community Development District (CDD)</b> <b>Wesley Chapel, FL</b>	22. YEAR COMPLETED <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%;">PROFESSIONAL SERVICES Ongoing</td> <td style="width:50%;">CONSTRUCTION <i>(If applicable)</i> Varies</td> </tr> </table>	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i> Varies
PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i> Varies		

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER INFRAMARK	b. POINT OF CONTACT NAME Andrew Mendenhall	c. POINT OF CONTACT TELEPHONE NUMBER (813) 991-1116
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BDI provides engineering services to the **Heritage Springs Community Development District (CDD)** in **Trinity** on an as-needed basis to assist the community in maintaining and improving their infrastructure assets.

Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager.

Various tasks completed for the Heritage Springs community include:

- **Hole #17 Drainage Improvement Project** – This project involved the design for the regrading of an area of the golf course which had been filled, partially blocking the free flow of water over a 250-foot weir. This design was a compromise between the need to move the water during flood conditions and the need for a dry landing area for golfers. Rip-rap will be used to stabilize areas within the high flow zones along with a stone-filled Geoweb containment system. *(Construction budget: \$35,000)*
- **Pond Inspections and Report Writing** – The BDI team conducts inspections and writes reports as part of a professional engineering services as-needed basis assignment. There are 39 water management facilities located in the CDD that require inspection and certification of compliance for SWFWMD. BDI was tasked to research the files at SWFWMD to establish a list of facilities and to prioritize the need for inspection and certification. Currently, BDI is conducting several inspections per quarter year to maintain a satisfactory schedule with SWFWMD.
- **Warrington Way Drainage Project** – This project was comprised of a bypass drainage system to capture and route water away from the Warrington Way storm sewer system to alleviate flooding problems. Warrington Way has historically flooded due to elevations in the roadway which are too low, allowing standing water when the flood stage in the adjacent wetlands reaches its peak. The drainage project allows for another outfall to the wetland thus reducing flooding in Warrington Way. This project required BDI to update the Master Drainage Analysis for the development and to provide a hydrologic and hydraulic modeling analysis demonstrating that the proposed project would not adversely impact downstream properties. A modification to the approved ERP was obtained from the Southwest Florida Water Management District. BDI also provided construction management services and handled everything from bidding to construction observation to final close-out. *(Construction budget: \$150,000)*
- **Pond Repairs** – This task included ongoing inspection of the ponds and developing plans for specific repairs. These repairs included numerous bank erosions, erosion along the edges of gabions, weir repairs, and flume repairs. BDI also assisted in the project to clear around structures in wetlands to provide for free flow of water out of the development.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a. (1) FIRM NAME Brletic Dvorak, Inc. (BDI)	(2) FIRM LOCATION <i>(City and State)</i> Tampa, FL	(3) ROLE Engineering,
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<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	20. EXAMPLE PROJECT KEY NUMBER <b>7</b>
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21. TITLE AND LOCATION <i>(City and State)</i> <b>Lexington Oaks Community Development District (CDD)</b> <b>Wesley Chapel, FL</b>	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i> Varies

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER INFRAMARK	b. POINT OF CONTACT NAME Bob Nanni	c. POINT OF CONTACT TELEPHONE NUMBER (813) 991-1116
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BDI provides engineering services to the **Lexington Oaks Community Development District (CDD)** in **Wesley Chapel** on an as-needed basis to assist the community in maintaining and improving their infrastructure assets.



Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager.

Various tasks completed for the Lexington Oaks community include:

- **Pond Bank Restoration** – BDI performed surveying, design and construction administration tasks for the reconstruction and restoration of the pond banks on numerous stormwater management ponds within the community. The objective of the project was to restore the eroded banks to the permitted side slopes and repair drainage structures required for safety and functionality. *(Construction performed to-date: \$450,000)*
- **Permit Inventory and Inspection Scheduling** – This task required research of SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community, when the pond inspections were to be completed, and the parcel number for Pasco County.
- **Pond Maintenance Plan** – The objective of this task was to determine the extent of repair needed for each pond, establish an estimated cost, and prioritize each pond based on the functional performance requirements. Inspections were performed for each pond site noting any issue that would require maintenance or repair. Numerous ponds had erosion on the side slopes and several had control structures that were not functioning as designed due to skimmer settlement or foundation/embankment erosion. A report was prepared and presented to the CDD Board for additional action and as a planning tool to eventually address all the ponds.
- **Amenities Center Drainage Improvements** – BDI performed survey and design to alleviate extensive flooding that kept residents from utilizing playcourts and fields as well as prohibiting maintenance. *(Construction budget: \$40,000)*
- **Court Resurfacing** – BDI prepared plans for the resurfacing of two tennis courts and one basketball court. *(Construction budget: \$15,000)*
- **Pool Heating Analysis** – BDI prepared a comparative analysis of heating the District's pool using natural gas or propane.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a. (1) FIRM NAME Brletic Dvorak, Inc. (BDI)	(2) FIRM LOCATION <i>(City and State)</i> Tampa, FL	(3) ROLE Engineering,
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<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	20. EXAMPLE PROJECT KEY NUMBER <b>8</b>
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21. TITLE AND LOCATION <i>(City and State)</i> <b>South Fork Community Development District (CDD) Riverview, FL</b>	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i> Varies

23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER INFRAMARK	b. POINT OF CONTACT NAME Mark Vega	c. POINT OF CONTACT TELEPHONE NUMBER (813) 991-1116

BDI provides engineering services to the **South Fork Community Development District (CDD)** in **Riverview** on an as-needed basis to assist the community in maintaining and improving their infrastructure assets.



Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager.

Various tasks completed for the South Fork community include:

- **Permit Inventory and Inspection Scheduling** – This task required research of SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community, when the pond inspections were to be completed, and the parcel number for Hillsborough County.
- **Pond Bank Restoration** – BDI performed surveying, design and construction administration tasks for the reconstruction and restoration of the pond banks on three stormwater management ponds within the community. The objective of the project was to restore the eroded banks to the permitted side slopes and repair drainage structures required for safety and functionality. *(Construction budget: \$209,000)*
- **Traffic Analyses** – BDI has reviewed the Signal Warrant Study provided by the Florida Department of Transportation for the intersection of Ambleside Boulevard at US 301. BDI provided updated traffic counts to determine if the recent development in the area had increased traffic volumes to the point of warranting a signal at this location.
- **Pond Maintenance Plan** – The objective of this task was to determine the extent of repair needed for specific ponds, establish an estimated cost, and prioritize the immediate needs for each pond based on the functional performance requirements. Inspections were performed for each pond site noting any issue requiring maintenance or repair. Numerous ponds had erosion on the side slopes, and several had drainage structures that were not functioning as designed due to becoming dislodged from embankment erosion. A report was prepared and presented to the CDD Board for alternative measures to address the pond issues and RFP packages were prepared for bidding purposes.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.	(1) FIRM NAME Brletic Dvorak, Inc. (BDI)	(2) FIRM LOCATION <i>(City and State)</i> Tampa, FL	(3) ROLE Engineering

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	20. EXAMPLE PROJECT KEY NUMBER <b>9</b>
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21. TITLE AND LOCATION <i>(City and State)</i> <b>Oak Creek Community Development District (CDD)</b> <b>Pasco County, FL</b>	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i> Varies

23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER INFRAMARK	b. POINT OF CONTACT NAME Mark Vega	c. POINT OF CONTACT TELEPHONE NUMBER (813) 991-1116, 104

BDI provides engineering services to the **Oak Creek Community Development District (CDD)** in **Wesley Chapel** on an as-needed basis to assist the community in maintaining and improving their infrastructure assets.

Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager.

Various tasks completed for the Oak Creek community include:

- **Permit Inventory and Inspection Scheduling** – This task required research of SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community, when the pond inspections were to be completed, and the parcel number for Pasco County.
- **Basketball Court** – BDI performed survey, design, permitting, and construction administration for a basketball court adjacent to their clubhouse pool. The court will also be striped for a dual use for two pickleball courts. *(Construction budget: \$36,000)*
- **Trail Boardwalks** – BDI performed survey, design, permitting, and construction administration for a pedestrian boardwalk in two locations within the community to connect existing trails through wetlands and over creeks to provide residents with safe access to the natural uplands to utilize as a picnic or walking trail amenity. *(Construction budget: \$63,000)*
- **Playground Expansion** – BDI performed survey, design, and permitting to expand the existing playground to accommodate a new swing set area for toddlers while maintaining safe ADA access.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
a. (1) FIRM NAME Brletic Dvorak, Inc. (BDI)	(2) FIRM LOCATION <i>(City and State)</i> Tampa, FL	(3) ROLE Engineering,

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	20. EXAMPLE PROJECT KEY NUMBER <b>10</b>
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21. TITLE AND LOCATION <i>(City and State)</i> <b>River Bend Community Development District (CDD)</b> <b>Hillsborough County, FL</b>	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i> Varies

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER GMS	b. POINT OF CONTACT NAME Jordan Lansford	c. POINT OF CONTACT TELEPHONE NUMBER (813) 344-4844
-------------------------	---	--

BDI provides engineering services to the **River Bend Community Development District (CDD)** in **Ruskin** on an as-needed basis to assist the community in maintaining and improving their infrastructure assets.

Engineering tasks are established by the CDD Board of Supervisors and assigned to the engineer to accomplish the specific objectives. The tasks vary in size and complexity, and each has a specific scope and schedule that is coordinated through the Board and District Manager.

Various tasks completed for the River Bend community include:

- **Permit Inventory and Inspection Scheduling** – This task required research of SWFWMD permit documents archived at the central Brooksville office of SWFWMD. A map and spreadsheet were developed to indicate the numerous permits, where the ponds were located within the community, when the pond inspections were to be completed, and the parcel number for Hillsborough County.
- **Amenity Center Drainage Improvements** – The River Bend CDD has experience chronic flooding due to rapid expansion of the amenities within the parcel without accommodating additional stormwater runoff. BDI performed survey, design, permitting, and construction administration services to address existing flooding occurring at the access, parking lot, playground, tennis court, pool equipment area, and open spaces. The improvements will accommodate future amenity projects through total buildout of the parcel. *(Construction budget: \$119,000)*

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a. (1) FIRM NAME Brletic Dvorak, Inc. (BDI)	(2) FIRM LOCATION <i>(City and State)</i> Tampa, FL	(3) ROLE Engineering
--	--	-------------------------



**G. KEY PERSONNEL PARTICIPATION IN EXAMPLE PROJECTS**

26. NAMES OF KEY PERSONNEL (From Section E, Block 12)	27. ROLE IN THIS CONTRACT (From Section E, Block 13)	28. EXAMPLE PROJECTS LISTED IN SECTION F (Fill in "Example Projects Key" section below before completing table. Place "X" under project key number for participation in same or similar role.)									
		1	2	3	4	5	6	7	8	9	10
Robert Dvorak, PE	Project Engineer	●	●	●	●	●	●	●	●	●	●
Stephen Brletic, PE	Project Manager	●	●	●	●	●	●	●	●	●	●
Cliff Wilson	Designer	●	●	●	●	●	●	●	●	●	●
Jerry Whited	Senior Inspector	●		●	●			●	●	●	
Kirk Wagner	Senior Inspector		●	●			●	●			

**29. EXAMPLE PROJECTS KEY**

NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)	NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)
1	Harbour Isles Community Development District (CDD)	6	Heritage Springs Community Development District (CDD)
2	Diamond Hill Community Development District (CDD)	7	Lexington Oaks Community Development District (CDD)
3	Fishhawk Ranch Community Development District (CDD)	8	South Fork Community Development District (CDD)
4	Mira Lago Community Development District (CDD)	9	Oak Creek Community Development District (CDD)
5	Sterling Hill Community Development District (CDD)	10	River Bend Community Development District (CDD)

**H. ADDITIONAL INFORMATION**

30. PROVIDE ANY ADDITIONAL INFORMATION REQUESTED BY THE AGENCY. ATTACH ADDITIONAL SHEETS AS NEEDED.

30. PROVIDE ANY ADDITIONAL INFORMATION REQUESTED BY THE AGENCY. ATTACH ADDITIONAL SHEETS AS NEEDED.

N/A

**I. AUTHORIZED REPRESENTATIVE**

The foregoing is a statement of facts.

31. SIGNATURE

32. DATE



9/15/23

33. NAME AND TITLE

Robert Dvorak | Project Manager



**5B**



April 24, 2024

# VENTANA COMMUNITY DEVELOPMENT DISTRICT

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RFQ for Engineering Services

Ventana Community Development District





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April 25, 2024

Jayna Cooper  
District Manager's Office  
2654 Cypress Ridge Blvd, Suite 101,  
Wesley Chapel, FL 33544

**RE: Ventana Community Development District Request for Engineering Services**

Dear Members of the Evaluation Committee:

Halff is pleased to submit our statement of qualifications to assist the Ventana Community Development District (CDD) by providing District Engineering services. As demonstrated in this submittal, Halff brings a unique blend of engineering, planning, environmental, landscape architecture, and construction observation professionals that have designed, entitled, and engineered similar types of master planned communities.

Halff understands the role the District Engineer provides to the Ventana CDD. We are currently the District Engineer for the Copperstone CDD, Triple Creek CDD, and Reserve at Pradera CDD. Halff project manager for this contract, Antonio Serbia, PE, Assoc. DBIA, ENV SP, brings experience serving as CDD board member, respectively, and fully appreciates the importance that board members provide to the community.

With the experience our key team members have with CDDs, Ventana CDD will have outstanding service from Halff. We are committed to being fully engaged on any challenge and look forward to the opportunity to work with you and the Ventana CDD staff. We have assembled a local team that will address any challenges and provide long-term solutions to benefit the operation and maintenance of the community. We have a vested interest in the success of this project: to improve lives and communities by turning ideas into reality. We look forward to the opportunity to respond to any questions and discuss our qualifications.

Sincerely,

A handwritten signature in blue ink that reads "Antonio Serbia".

Antonio Serbia, PE, Assoc. DBIA, ENV SP  
District Engineer

A handwritten signature in blue ink that reads "Jayna Cooper".

# 1. Ability and Adequacy of Professional Personnel

Halff is an employee-owned, full-service engineering firm headquartered in Richardson, Texas. The firm provides services throughout the Southeast from 33 offices in Texas, Arkansas, Oklahoma, Louisiana and Florida. The firm’s staff of 1,400 includes engineers, planners, scientists, and surveyors. Halff is ranked #85 in Engineering News-Record magazine’s list of the top 500 design firms in the United States.

The firm was founded in Dallas in 1950 by Albert H. Halff, PhD-Eng., PE. Today, Halff preserves Dr. Halff’s legacy of integrity, dedication to client service, and commitment to quality. We are a progressive firm committed to providing value with creative solutions to design challenges.

Our people are individuals with diverse, and complementary, professional backgrounds. The Halff staff proposed for the Ventana CDD Professional Engineering Services contract is committed to being responsive to the specific needs of the CDD. Our team will mobilize quickly to meet your schedule and budget requirements. We have organized our team structure to provide flexibility in responding to the CDD’s needs. We have multiple Tampa-based staff that can be available under each of the key technical disciplines to make certain that we can respond timely to any request. We also have organized our team to include a wide variety of technical specialists that will successfully deliver the wide variety of work assignments that could be required under this contract.

Our proposed District Engineer, **Antonio Serbia, PE, Assoc. DBIA, ENV SP**, will be the main point of contact for this contract. **Tony Fromen, PE**, will serve as Halff’s representative at District meetings.

**Antonio’s contact information:**

*Email: [aserbia@halff.com](mailto:aserbia@halff.com)*

*Phone: 813.331.0974*

## Disciplines

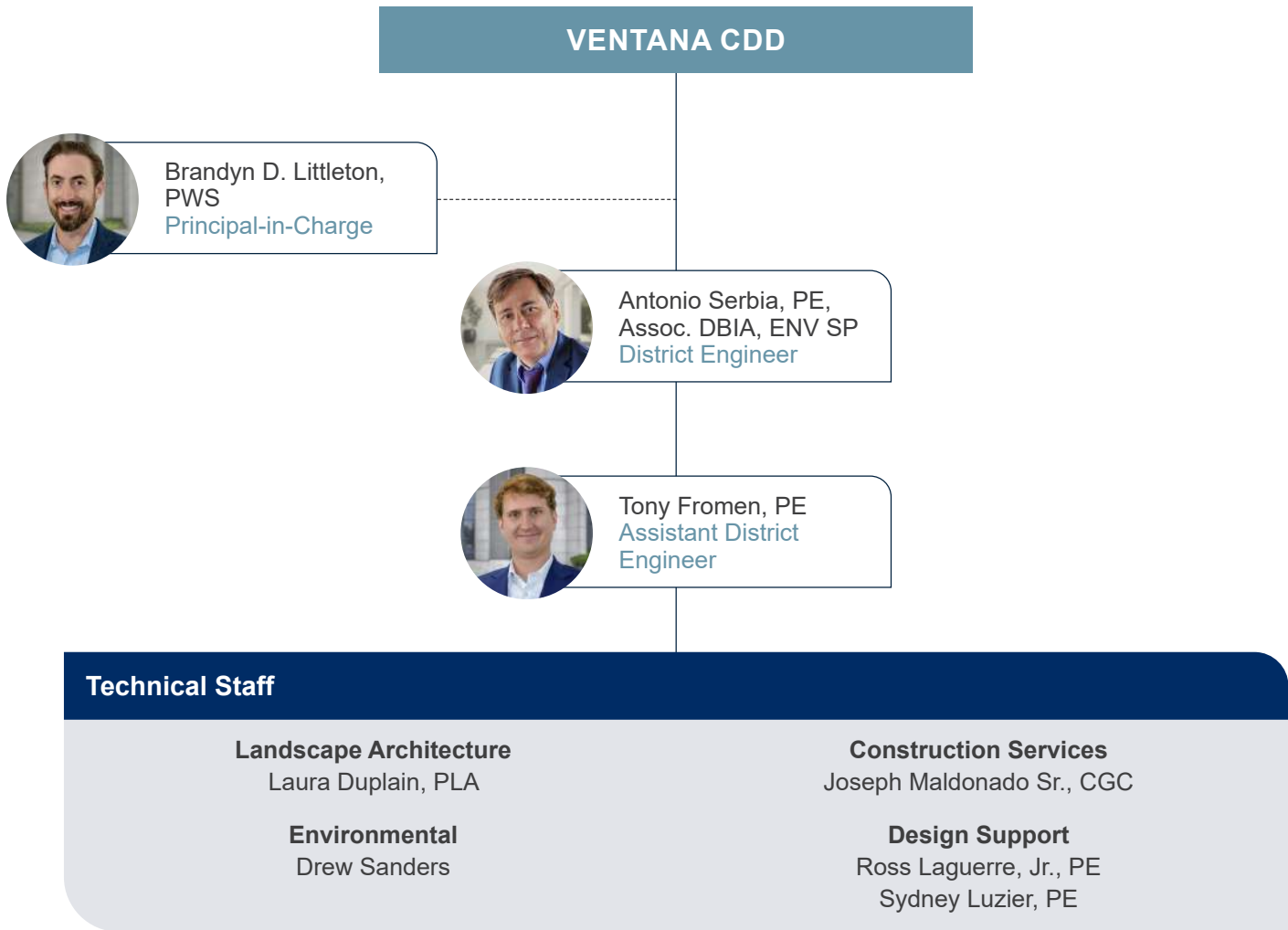
- Urban Planning/Urban Design
- Visualization
- Resilience
- Landscape Architecture
- Construction Engineering and Inspection
- Environmental
- Geographic Information Systems
- Intelligent Transportation Systems
- Land & Site Development
- Mechanical/Electrical/Plumbing Engineering
- Oil & Gas
- Public Works
- Right of Way
- Software Development
- Structural Engineering
- Subsurface Utility Engineering/Utility Coordination
- Surveying
- Transportation
- Water Resources
- Water Utilities

## Our Commitment to You

- ✔ We will proactively seek the best creative solutions to meet your needs
- ✔ We will focus on delivering excellence and exceptional value
- ✔ We will practice ethics at all levels based on professional standards and the principles of fairness, integrity, honesty, and respect
- ✔ We will continue to pursue innovative technological skills to improve the quality of our services

## ORGANIZATIONAL CHART

The organizational chart below illustrates the role of each team member and the reporting structure. All of the personnel shown on the chart below are full-time Halff employees and are committed to the success and timely completion of Ventana CDD projects. Team resumes are included on the following pages.







## Antonio Serbia, PE, DBIA, ENV SP

Antonio has extensive engineering experience working for diverse private and public projects in Florida and Puerto Rico. Recent experience includes serving as Water and Wastewater Team Leader in our Tampa office, assisting municipalities and counties in water/wastewater and general municipal engineering projects. He also served as the Program Manager of Capital Improvements Programs involving multidisciplinary projects related to water and wastewater infrastructure. Antonio's nearly three decades of multidisciplinary infrastructure engineering experience enables him to serve his clients with valuable solutions and results.

### ROLE

District Engineer

### EXPERIENCE

29 years

### EDUCATION

BS, Civil Engineering,  
University of Puerto Rico

### REGISTRATION

Professional Engineer  
Florida No. 55828

DBIA No. 3779

ENV SP No. 24807

### REPRESENTATIVE PROJECT EXPERIENCE

#### **New Port Richey Street Improvements Project, New Port Richey, FL.**

Engineer responsible for assisting with this ongoing continuing services contract. Recent tasks include preparing annual Street Improvement projects, redeveloping a downtown parking lot to boost capacity and safety, preparing documents for tennis court repairs, assessing and ranking city road conditions, and conducting parking needs assessments, among other duties.

#### **Copperstone CDD, Manatee County, FL.**

Located in the Parrish area of Manatee County, Florida the Copperstone Community is an established resident controlled Community Development District. This district consists of approximately 260 acres of land located between Mocassin Wallow Drive and Eerie Road. Halff is currently assisting the Copperstone CDD on a comprehensive stormwater rehabilitation project, encompassing 21 ponds. Concurrently, Halff is facilitating a drainage channel rehabilitation initiative, which includes pursuing county grants to support the project.

#### **Reserve at Pradera Subdivision, Hillsborough County, FL.**

Project Manager for the multi-phased design, engineering and permitting of a 182+/- acres, 350+ lot detached, single-family development in southern Hillsborough County. Project includes off-site roadway widening, and a new, divided collector roadway with two roundabouts traversing through the development. Services also included master planning, zoning, amenity theming, enhanced landscape design, surveying, bidding assistance and construction services.

#### **Berry Bay Subdivision, Wimauma, FL.**

Project Manager for a multi-phased 365-acre+/- master planned subdivision. Project responsibilities include rezoning support, conceptual lot layouts, stormwater design, utility and lift station design, roundabout design, off-site utility extension design, client management, and permitting. The project includes a large creek system (Dug Creek) which was crossed with an approximately 1.5-mile collector.



## Brandyn Littleton, PWS

Over his 20-year career, Brandyn has provided environmental services, GIS modeling and mapping, permitting support, project management, and interdisciplinary design support to a wide spectrum of projects including public infrastructure (stormwater, transportation, utilities, parks, and trails), ecological restoration, electrical transmission, energy development, residential/commercial/industrial development, and comprehensive planning. In his role as Operations Manager for Half's Tampa office he is responsible for verifying that we meet and exceed our client's needs and expectations by connecting our Tampa Bay regional expertise with the resources and institutional knowledge of over 1,400 employees across the southeast.

### ROLE

Principal-in-Charge

### EXPERIENCE

20 years

### EDUCATION

MS, Applied Geography,  
University of North Texas

BS, Geography, University of  
North Texas

### REGISTRATION

Professional Wetland Scientist  
- Texas No. 2909

### REPRESENTATIVE PROJECT EXPERIENCE

#### **Lakeside Station Multiphase Industrial Development, Plant City, FL.**

Principal-in-Charge responsible for management of multiple contracts and oversight of a multidisciplinary team charged with the master planning, design, and permitting for industrial, commercial, and multi-family residential development on a ±1,400-acre tract of land in Plant City, Florida. Half provided services including survey, SUE, traffic analysis, environmental, planning, construction administration, and engineering design for mass grading, utilities, roadway, stormwater, and wetland mitigation.

#### **City of Austin Public Right-of-Way (ROW) Tree Inventory and Analysis, Austin, TX.**

Project Manager responsible for managing the \$500,000 contract and a team of four sub-consultants, development of a web-based mobile GIS data collection platform, project tracking dashboard, rapid conditional assessment methodology, staff training, and field data collection. The inventory concluded with a public ROW urban forest status report characterizing the resources, identifying problem areas, ecosystem service valuation for existing trees, and making recommendations for specific actions to improve the condition of trees within the public ROW. The project led to the creation of an urban forestry inventory task force within the City of Austin Public Works department with the intent of expanding the asset management capabilities of the team, allowing for more robust management of the trees within the public ROW.

#### **Cedar Bayou Bond Implementation Program, Harris County, TX.**

Environmental team lead for efforts associated with a basin-wide Flood Risk Reduction Study for Harris County Flood Control District; and ultimately the preliminary engineering, design, and permitting for six flood mitigation (regional detention) and channel restoration projects under the bond program. Brandyn developed a desktop methodology to assess potential wetland and stream constraints and mitigation sites, participated in public meetings and early agency coordination, developed permitting strategies, assisted in natural stable channel design concept development, conducted aquatic surveys and relocation plans, and guided the alternatives analysis.



## Tony Fromen, PE

Tony has more than eight years experience in stormwater and roadway expansion that includes the design of highway storm-sewer systems, stormwater management facilities, cross-drain improvements, floodplain systems, and bridge hydraulics. Additionally, Tony has performed several types of analyses including hydrologic and hydraulic, floodplain, bridge hydraulic, and watershed studies.

### REPRESENTATIVE PROJECT EXPERIENCE

#### **45th Avenue Stormwater Update, City of St. Pete Beach, FL.**

Tony was the Engineer of Record and Task Leader responsible for drainage tasks on this project. The project was focused on updating the local storm sewer network in a neighborhood in the City of St. Pete Beach in Pinellas County. After this storm sewer update the stormwater was routed to a stormwater pump station to discharge over a seawall to Boca Ciega Bay.

#### **36th Avenue Easter Terminus Seawall Repair, St. Petersburg, FL.**

Engineer of Record responsible for managing the project and reviewing the design of the seawall repair. This project involved constructing a new seawall segment and raising the overtopping elevation to above the future sea level rise estimates. The project also included a living seawall component as well as storm sewer improvements.

#### **Anclote River Park Redevelopment, Pasco County, FL.**

Tony was the task leader responsible for drainage tasks associated with the design of stormwater ponds throughout the site. The project is one of Pasco County's most utilized parks. This waterfront park is enjoyed by many and is known for its boat access, recreational activities, and providing an overall family-friendly park experience.

#### **Airport Gateway Stage 2, Tallahassee FL.**

Task Leader responsible for the design of the stormwater tasks associated with the Segment C phase of the Gateway project. Segment C is a new alignment proposed to cut through a part of the FSU Engineering Campus. As such the public-private coordination efforts were complex and influenced the design of the off site stormwater ponds throughout the corridor. Tony was responsible for the pond siting efforts and the design of the off site stormwater ponds and storm sewer system.

### ROLE

Assistant District Engineer

### EXPERIENCE

8 Years

### EDUCATION

BS, Civil Engineer, University of South Florida

### REGISTRATION

Professional Engineer  
 Florida No. 90984



## Laura Duplain, PLA

Laura has more than 16 years of experience in the landscape architecture industry, and successfully managed numerous continuing service contracts for local municipalities across the Tampa Bay area. Serving as a Project Manager, she has demonstrated her ability to lead projects of diverse scopes, sizes and complexities. Project experience includes streetscape enhancements, park revitalization efforts, and both residential communities and industrial projects.

### REPRESENTATIVE PROJECT EXPERIENCE

#### Triple Creek Community, Hillsborough County, FL.

Landscape Architect. Assisted in designing, drafting, and creating notes and specifications for a multi-million-dollar, enhanced landscape and irrigation plan for this master planned community. Participated in bid phase services including answering RFIs, evaluating bids, and providing recommendations to client. Explored pavement material options for community sidewalks and walking trails. Incorporated large trees and palms to create a dramatic aesthetic. Designed unique site features to create a bold and unique appearance appropriate for viewing by vehicular and pedestrian traffic without interfering with the safety of the users.

#### Livingston Grove Subdivision, Hillsborough County, FL.

Landscape Architect. Located in northern Hillsborough County, Livingston Grove is a redevelopment of a 33.5 +/- acre existing golf course into a small, high-end subdivision with half acre lots. Provided enhanced landscape architecture services to Toll Brothers which included: conceptual design, theming alternatives for the overall subdivision's enhanced landscape, hardscape, and irrigation, and opinion of probable costs. Preparation of construction plans for buffer plantings, entry and egress gates, fencing with stone columns, decorative paving, and monument signage for permitting. In addition to providing construction plans for a mail kiosk and on-going coordination with the engineering staff and client through the various phases of the project.

#### Reserve at Pradera Subdivision, Hillsborough County, FL.

Landscape Architect. Located in southern Hillsborough County, the Reserve at Pradera is a multi-phased master planned community consisting of 358 lots on 182 acres. The project includes a master amenity center with recreation fields, sports courts, and a swimming pool. Other community amenities include miles of paved trails, lakes/ponds, a dog park, and numerous community gathering areas. The community also includes an extensive landscaped entry with community sign. Services included permitted landscape plans, enhanced landscape design and theming for the entrance, amenity center, boulevard medians, and reimagining uses for an area previously designated as a splash pad.

### ROLE

Landscape Architecture

### EXPERIENCE

16 Years

### EDUCATION

Bachelor of Science,  
Landscape Architecture, Ohio  
State University

### REGISTRATION

Registered Landscape  
Architect, Florida No. 6667408





## Drew Sanders

Drew is highly experienced in environmental permitting that encompasses a wide range of public and private projects. His areas of specialization include project management, environmental permitting, ecological assessments, and habitat mapping of terrestrial and aquatic systems, plant and wildlife surveys, listed species surveys, photo interpretation, wetland delineation and hydroperiod assessment, habitat restoration and management, and wetland mitigation design.

### REPRESENTATIVE PROJECT EXPERIENCE

#### Triple Creek CDD, Hillsborough County, FL.

Environmental Scientist. Halff provides master planning, design, permitting, and construction services. Halff also serves as the District Engineer for the CDD on the 1,050-acre, 2,000+ unit mixed-use project. The project includes multiple amenity features including miles of paved trails, numerous wetlands, a lake, creek system, and hundreds of acres of preservation land. Additionally, there are several community pools, playgrounds, and recreation areas. Monument signs, landscape, and irrigation are also under the direction of the CDD Engineer.

#### Mira Bay, Hillsborough County, FL.

Environmental Scientist. Provided assistance with the environmental analysis and preparation of the application of the Harbor Bay Development of Regional Impact (DRI) for this private, 600-acre development. The scope included wetland delineations, listed species surveys, environmental permitting assistance, the design of the wetland mitigation plan to create a mix of fresh and saltwater wetland, and enhancement of both upland and wetland communities. The scope also included the preparation of a canal enhancement plan with five miles of maintenance dredging of residential canals in Apollo Beach, Florida, and the development and implementation of a Manatee Protection Plan for the adjacent Tampa Bay waters.

#### Hogans Creek Restoration, Jacksonville, FL.

Environmental Scientist responsible for providing environmental services for the development of the 30% stream restoration design of Hogans Creek. The goal of this project is to reduce flooding, improve water quality, and provide access and recreational opportunities along the creek. Preliminary plans are currently being shared with the community to gather input that will be incorporated into the iterative design process.

#### Anclote River Park, Pasco County, FL.

Environmental Scientist responsible for providing project management for the renovation and expansion of the Anclote River Park. As a part of the project, Drew is providing assistance with wetland delineations, habitat mapping, seagrass and mangrove surveys, and wildlife surveys in support of the park improvement project. Assistance with public meetings, regulatory agency coordination, and environmental permitting for wetland and wildlife is also being provided.

**ROLE**  
Environmental

**EXPERIENCE**  
31 Years

**EDUCATION**  
BS, Biology, University of South Florida



## Jose Maldonado, CGC

Jose brings 37 years of experience in design, construction, and permitting for commercial and public work projects. His diversified experience in buildings, roadway and utility work provides continuity for projects constructability.

### REPRESENTATIVE PROJECT EXPERIENCE

#### Triple Creek Community Phase 1, Hillsborough County, FL.

Construction Manager for 383 and 122 single-family lots, respectively. Conducted weekly job meetings, coordinated meetings with private and public utilities, reviewed construction schedule, shop drawings, and pay requests. Prepared supplemental sketches for field changes, reviewed construction activities, prepared daily field reports, and supervised in-house inspectors. The subdivision included construction of a stormwater system, private and public utilities, building pads, new roadways, existing roadway improvements, and traffic striping and signage.

#### Pradera Subdivision, Hillsborough County, FL.

Construction Manager for 2.8-miles of 10-inch ductile iron pipe (DIP) for a water main extension on Van Dyke Road. Reviewed the proposed designs for the pump station, wastewater system, potable water system, and stormwater system. Reviewed the dry utilities for electrical, telephone, and cable conduit/equipment layout prior to, and during, construction. This site had several environmental issues that were resolved in the field. Frontage Road was constructed at night due to traffic congestion.

#### Reserve at Citrus Park Redesign Two, Tampa, FL.

Construction Manager for the complete redesign of the Reserve at Citrus Park, formally known as the Bennett Property Subdivision. The redesign included revising any approvals previously obtained. These redesigns included off-site requirements to Lake Sunset, the reconfiguration of an intersection with Sheldon Road, resurfacing of existing pavement to maintain a minimum of 20 feet of asphalt, and the addition of a sidewalk along Lake Sunset to the project entrance.

#### Deer Creek Asphalt Resurfacing, Tampa, FL.

Project Manager who assisted in the repavement and improvements to existing roads in the Deer Creek Community. Improvements began from the gated entry and extended approximately one mile.

#### Triple Creek Collector Road Section One, Hillsborough County, FL.

Construction Manager for construction plans and permitting for the Collector Road Section One segment of the Big Bend Road/Triple Creek Boulevard extension project. Project extended Triple Creek Boulevard from the terminus at the roundabout with Dorado Shores, northerly to an intersection with the extension of Big Bend Road, to a terminus at a roundabout adjacent to the future Amenity Center project.

### ROLE

Construction Services

### EXPERIENCE

37 Years

### EDUCATION

High School Diploma

### REGISTRATION

Certified General Contractor -  
 Florida No. 031697

Qualified Stormwater  
 Management Inspector -  
 Florida No. 18517



## Ross Laguerre, Jr., PE

Ross is a project manager with seven years of experience in water and wastewater engineering. Ross is knowledgeable in designing sanitary collection systems, hydraulic modeling, pressure pipe design, lift station design, and is certified by NASSCO.

### REPRESENTATIVE PROJECT EXPERIENCE

#### **Copperstone CDD, Manatee County, FL.**

Design Engineer. Located in the Parrish area of Manatee County, Florida the Copperstone Community is an established resident controlled Community Development District. This district consists of approximately 260 acres of land located between Mocassin Wallow Drive and Eerie Road. Half is currently assisting the Copperstone CDD on a comprehensive stormwater rehabilitation project, encompassing 21 ponds. Concurrently, Half is facilitating a drainage channel rehabilitation initiative, which includes pursuing county grants to support the project.

#### **Reserve at Pradera Subdivision, Hillsborough County, FL.**

Design Engineer for the multi-phased design, engineering and permitting of a 182+/- acres, 350+ lot detached, single-family development in southern Hillsborough County. Project includes off-site roadway widening, and a new, divided collector roadway with two roundabouts traversing through the development. Services also included master planning, zoning, amenity theming, enhanced landscape design, surveying, bidding assistance and construction services.

#### **Berry Bay Subdivision, Wimauma, FL.**

Design Engineer for a multi-phased 365-acre+/- master planned subdivision. Project responsibilities include rezoning support, conceptual lot layouts, stormwater design, utility and lift station design, roundabout design, off-site utility extension design, client management, and permitting. The project includes a large creek system (Dug Creek) which was crossed with an approximately 1.5-mile collector.

#### **Pinellas Manufactured Home Communities (MHC) Wastewater Improvements, Pinellas County, FL.**

Project Engineer for this project involving identifying and reducing sources of domestic wastewater and infiltration and inflow (I&I) within specified MHCs. The MHC's failing wastewater collection and conveyance systems are causing periodic sanitary sewer overflows. The County is upgrading the private wastewater collection system infrastructure in 14 MHCs, which includes more than 2,400 homes, connecting to the new County-owned wastewater collection systems. More than 60,000 LF of gravity sewer mains, 150 manholes, two wastewater pump stations, and 90,000 LF sewer laterals are incorporated into this system.

#### **Foundry/Lakeside Station - Phase III, Plant City, FL.**

Engineer responsible for assisting with design services for a multi-use warehousing and residential subdivision. The project involved the design of site, roadway, stormwater improvements, water distribution, wastewater collection, and transmission systems.

### ROLE

Design Support

### EXPERIENCE

7 years

### EDUCATION

BS, Civil Engineering, Florida Gulf Coast University

### REGISTRATION

Professional Engineer:  
FL #94364



## Sydney Luzier, PE

Sydney has six years of experience managing land development and public infrastructure projects. She has also worked on multiple drainage designs for roadway work. Her software capabilities include AutoCAD Civil 3D, Hydraflow, ICPR, and SWMM.

### REPRESENTATIVE PROJECT EXPERIENCE

#### Triple Creek Community, Hillsborough County, FL.

Design Engineer. This project involved the design and permitting for a detached single-family residential subdivision on a closed sandpit, consisting of 64 lots surrounded by 49 acres of preservation/conservation lands. Scope included the Triple Creek Boulevard collector road extension, utility infrastructure, landscape architecture, and a stormwater design.

#### Berry Bay Subdivision, Wimauma, FL.

Design Engineer responsible for providing rezoning support, conceptual lot layouts, stormwater design, utility and lift station design, roundabout design, off-site utility extension design, client management and permitting. The project includes a large creek system (Dug Creek) which was crossed with an approximately 1.5 mile long collector road.

#### Grand Boulevard Streetscape & Trail Conceptual Design, New Port Richey, FL.

Engineer of Record responsible for overseeing all drainage tasks associated with the design of a 0.5-mile multi-use path along Grand Boulevard, a key access corridor to the City. This new north-south pathway will connect existing east-west facilities, linking US 19 to this crucial gateway. The project includes utility relocations, coordination with ongoing commercial businesses, and the installation of new ADA-compliant curbing. Additional enhancements will include limited milling and resurfacing, and a roadway narrowing of Grand Boulevard.

#### New Port Richey Street Improvements Project, New Port Richey, FL.

Engineer responsible for assisting with this ongoing continuing services contract. Recent tasks include preparing annual Street Improvement projects, redeveloping a downtown parking lot to boost capacity and safety, preparing documents for tennis court repairs, assessing and ranking city road conditions, and conducting parking needs assessments, among other duties.

#### Airport Gateway, Tallahassee, FL.

Project Engineer responsible for assisting on this project including a broad range of transportation improvements to various rural and urban corridors within City of Tallahassee and Leon County. Halff has completed public engagement, technical, and administrative coordination; data gathering; preliminary reviews (cultural, environmental, geotechnical); sociocultural effects; traffic and stormwater evaluation; and conceptualization. Covering over seven miles of roadway and over 12 miles sidewalks, trails, and bicycle lanes, the Airport Gateway intends to substantially improve transportation in our community.

**ROLE**  
Design Support

**EXPERIENCE**  
6 Years

**EDUCATION**  
BS, Civil Engineering,  
University of South Florida


**REGISTRATION**  
Professional Engineer  
Florida No. 94721



1. Ability and Adequacy of Professional Personnel

# LICENSES

THE OFFICIAL SITE OF THE FLORIDA DEPARTMENT OF BUSINESS & PROFESSIONAL REGULATION



Department of Business & Professional Regulation

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**LICENSEE DETAILS**

Licensee Information

Name:	HALFF ASSOCIATES, INC. (Primary Name)
Main Address:	HALFF (DBA Name) 1201 N BOWSER RD RICHARDSON Texas 75081
County:	OUT OF STATE

License Information

License Type:	Engineering Business Registry
Rank:	Registry
License Number:	33386
Status:	Current
Licensure Date:	09/12/2019
Expires:	

Special Qualifications

Qualification Effective	
-------------------------	--

Alternate Names

View Related License Information  
View License Complaint



ENVISION

ANTONIO SERBIA

ENVISION SUSTAINABILITY PROFESSIONAL

Has received the Emission Sustainability Professional credential upon successful completion of the requisite training and exam.

Apr 04, 2018  
Issued On

Apr 04, 2024  
Valid Through





Anthony G. Kane, President and CEO  
Institute for Sustainable Infrastructure



#2480

Ron DeSantis, Governor  
Melanie S. Griffin, Secretary


STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS

THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES



**SERBIA, ANTONIO**  
3222 DIAMOND FALLS CIR.  
LAND O LAKES FL 34638

LICENSE NUMBER: PE55828  
EXPIRATION DATE: FEBRUARY 28, 2025  
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Ron DeSantis, Governor  
Melanie S. Griffin, Secretary


STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS

THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

**FROMEN, ANTHONY VINCENT**  
1012 BALAYE VISTA CIRCLE  
UNIT 202  
TAMPA FL 33619

LICENSE NUMBER: PE90984  
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STATE OF FLORIDA

DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

BOARD OF PROFESSIONAL ENGINEERS

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**LUZIER, SYDNEY ARIELLE**  
109 W. FORTUNE STREET  
UNIT 142B  
TAMPA FL 33602

LICENSE NUMBER: PE94721  
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**LAGUERRE, ROSSENEL**  
5413 LIMELIGHT DR.  
APOLLO BEACH FL 33572

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# *State of Florida Department of State*

I certify from the records of this office that HALFF ASSOCIATES, INC. is a Texas corporation authorized to transact business in the State of Florida, qualified on November 6, 2018.


The document number of this corporation is F18000005458.

I further certify that said corporation has paid all fees due this office through December 31, 2024, that its most recent annual report/uniform business report was filed on February 7, 2024, and that its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Seventh day of February, 2024*



  
*Secretary of State*

Tracking Number: 8380263773CC

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>

## 2. Consultant’s Past Performance

### Triple Creek Community Development District

Hillsborough County, Florida



Halff is providing master planning, design, permitting, and construction services. Halff also serves as the District Engineer for the CDD on the 1,050 acre, 2,000+ unit mixed-use project. The project includes multiple amenity features including miles of paved trails, numerous wetlands, a lake, creek system, and hundreds of acres of preservation land. Additionally, there are several community pools, playgrounds, and recreation areas. Monument signs, landscape, and irrigation are also under the direction of the CDD Engineer. Example services include evaluation of flooding issues on District property, consideration of additional landscaping and/or fencing to provide buffering between District property and adjacent land, evaluation of resident complaints, negotiation of penalties resulting from unauthorized habitat impacts from adjacent property owners, oversight of District construction projects, oversight of District construction budgets, attendance at District public meetings, cost estimates, engineer’s reports, and assistance with bonding. Services related to this project have been provided for multiple clients in numerous phases spanning more than 15 years.

**Cost:** \$1.5 million (Professional Service Fees)

**Reference**

Triple Creek CDD/Green Pointe Communities, LLC  
 Taylor Nielson/Jim McGowan  
 813.533.2950



# Reserve at Pradera Subdivision Community Development District

Hillsborough County, Florida



Located in southern Hillsborough County, the Reserve at Pradera is a multi-phased, master planned community consisting of 358 lots on approximately 182 acres. The project includes a master amenity center with recreation fields, sports courts, and a swimming pool. Other community amenities include miles of paved trails, lakes/ponds, a dog park, and numerous community gathering areas. The community also includes an extensive landscaped entry with community sign. All of these items are under the operation and maintenance purview of the CDD. Halff serves as the Engineer of Record and the CDD Engineer for this project.

**Cost:** \$5,000 (CDD Engineer) / \$600,000 (Engineer of Record)

**Reference**

Reserve at Pradera c/o Rizzetta & Company  
 Debby Wallace  
 813.933.5571



# Copperstone Community Development District

Manatee County, Florida



Located in the Parrish area of Manatee County, Florida, the Copperstone Community is an established resident controlled Community Development District. This district consists of approximately 260 acres of land located between Mocassin Wallow Drive and Eerie Road. Since being appointed as the District Engineer in 2021, Halff has actively engaged in enhancing the functionality and efficiency of stormwater management systems for the Copperstone Community Development District. Halff conducted a detailed analysis of stormwater ponds and modified control structures to prevent blockages caused by sediment and vegetation, thus improving the effectiveness of these systems. Halff is spearheading a comprehensive stormwater rehabilitation project for 21 ponds and is also leading a drainage channel rehabilitation initiative, which includes the pursuit of county grants to support these efforts.

**Cost:** \$20,000

**Reference**

Copperstone CDD  
 Christina Newsome  
 813.533.2950

# Bloomingdale Community Design Services

Hillsborough County, Florida



The Bloomingdale Special Tax District includes 32 neighborhoods and approximately 5,500 home sites that were constructed over a 30-year period. The resulting community includes a variety of signs, common areas, entry features, and landscaping. In an effort to revitalize and provide a cohesive brand, the Taxing District retained Halfff's professionals to evaluate signage and landscaping throughout the community and provide recommendations for improvements.

**Cost:** \$50,000+

**Reference**

Bloomingdale Special Tax District  
 Tom Leech  
 813.681.2051



# Berry Bay Subdivision

Wimauma, Florida



Halff is providing professional engineering services to develop the initial 663 units for a residential community on approximately 420 acres. The project also includes a 1.5-mile collector road, roundabout, master stormwater infrastructure, and approximately three miles of off-site utilities. The CDD-governed community is expected to be in excess of 1,100 units with future phases planned.

**Cost:** \$600,000 (Professional Services Fee)

**Reference**

Eisenhower Property Group, LLC  
 Ryan Motko  
 813.443.0809

# Mangrove Manor and Point Community Development District

Apollo Beach, Florida



Halff is providing services for a multi-phased, 121-acre, 486 single-family unit community. Project responsibilities include rezoning and land use support, conceptual lot layouts, stormwater, utility and lift station design, off-site utility extension design, client management, and permitting with all required agencies. The project includes master infrastructure for several future commercial outparcels, coordination with another consultant for the redesign and signalization of the US 41 and Leisey Road intersection adjacent to the project, and coordination with two adjacent, similarly-timed construction projects. A revision to the Hillsborough County regional Stormwater Model (HCSWMM) was necessary to establish the riverine flood elevation for the project and was completed using the Environmental Protection Agency's SWMM 5.1.

This project includes assistance in the establishment of the Community Development District as the District Engineer.

**Cost:** \$300,000 (Professional Services Fee) / \$6,000,000 (Estimated Construction Cost) / \$10,000+/- (District Engineer Fees)

**Reference**

Forestar Real Estate Group, Inc.  
John Garrity  
813.740.9693



## Deer Creek Asphalt Resurfacing

Tampa, Florida



Deer Creek was constructed as a gated community with approximately one mile of private streets. Half assisted with an evaluation of pavement and sidewalk failures within the community, and oversaw a series of roadway resurfacing and sidewalk replacement projects starting from the gated entry.

**Cost:** \$150,000

**Reference**

Deer Creek HOA  
David Wheeler  
813.936.4153

# Brooker Ridge Subdivision

Hillsborough County, Florida



Halff prepared a preliminary plat for approval by Hillsborough County for the development of a 35.65-acre site to include 129 single-family home sites. Halff also prepared site development construction plans, and obtained site development permits. The site has access to John Moore Road, and the project included a southbound left turn lane into the project site, and a 2,400 +/- LF, 12-inch force main extension south of the project on John Moore Road.

Halff provided a warranty inspection of the community upon completion of the housing construction to identify areas that should be repaired, and coordinated with the various parties to establish responsibility for those repairs.

**Cost:** \$183,900 (Design) / \$184,000 (Construction)

**Reference**

Belleair Capital Group/  
 Hillsborough County  
 Bruce Danielson  
 727.461.7653

# New Port Richey Street Program

New Port Richey, Florida



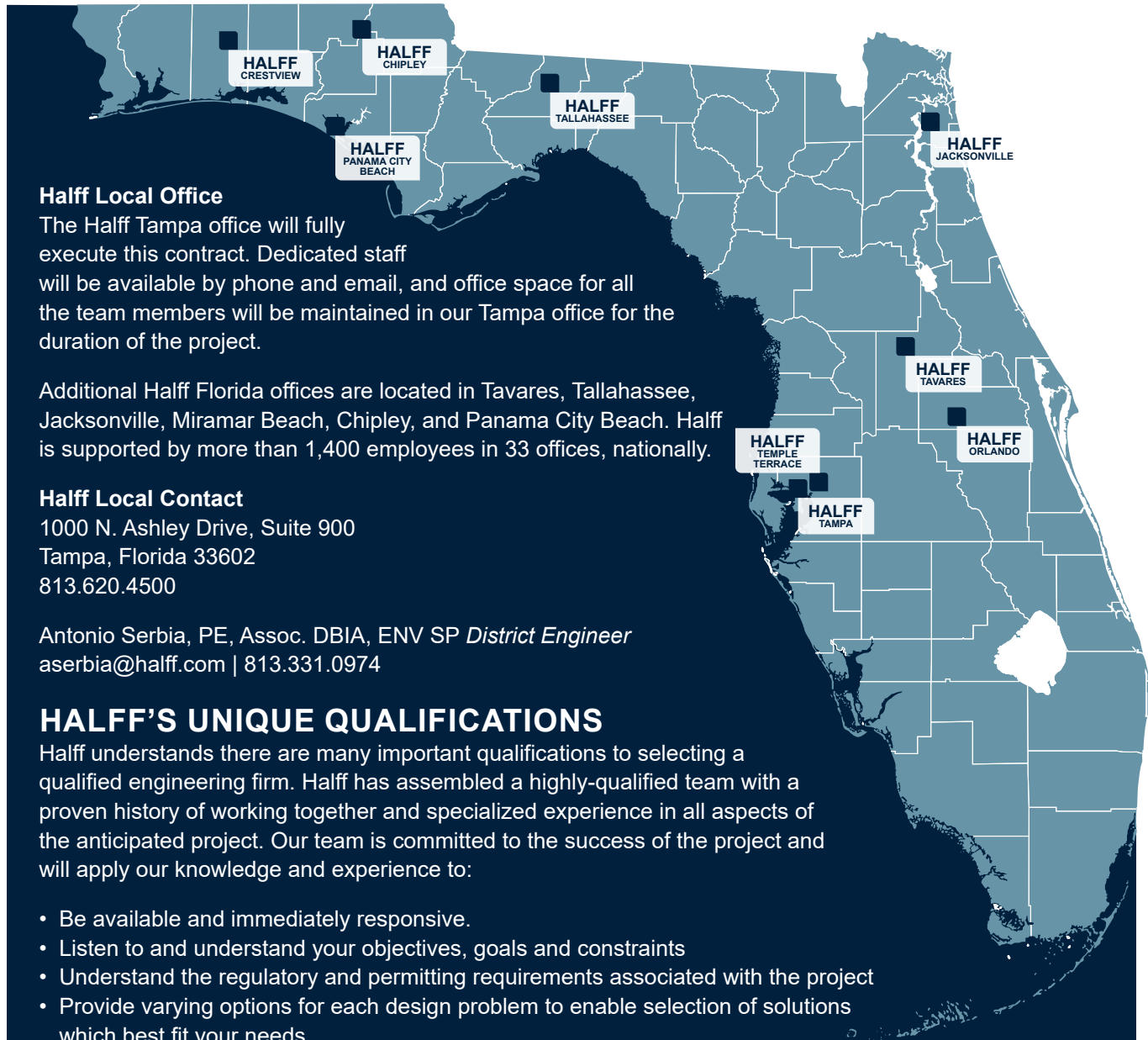
After assisting the City to develop the annual non-ad valorem street assessment, Halff prepared multiple years of street improvement plans. The street improvement program is designed to complete a maintenance cycle of all of the City's roads within a 20-year period. The roadways were ranked by need, and each year the lowest-ranked roads are included in that year's project. The plans are prepared using aerial photographs, GIS data, limited topographic survey, and field observations. This data is combined to determine the limits of patching, base replacements, and milling. Valley gutter and drainage flumes are installed in limited circumstances to address pavement failure caused by historic flooding. This hybrid plan preparation process allows Halff to provide cost-effective construction plans that correct minor damage problems, and avoid the high costs of right of way acquisition, full survey, and unnecessary studies.

**Cost:** \$150,000/year

**Reference**

City of New Port Richey  
 Robert Rivera  
 727.841.4536

### 3. Geographic Location



**Halff Local Office**

The Halff Tampa office will fully execute this contract. Dedicated staff will be available by phone and email, and office space for all the team members will be maintained in our Tampa office for the duration of the project.

Additional Halff Florida offices are located in Tavares, Tallahassee, Jacksonville, Miramar Beach, Chipley, and Panama City Beach. Halff is supported by more than 1,400 employees in 33 offices, nationally.

**Halff Local Contact**

1000 N. Ashley Drive, Suite 900  
 Tampa, Florida 33602  
 813.620.4500

Antonio Serbia, PE, Assoc. DBIA, ENV SP *District Engineer*  
 aserbia@halff.com | 813.331.0974

**HALFF’S UNIQUE QUALIFICATIONS**

Halff understands there are many important qualifications to selecting a qualified engineering firm. Halff has assembled a highly-qualified team with a proven history of working together and specialized experience in all aspects of the anticipated project. Our team is committed to the success of the project and will apply our knowledge and experience to:

- Be available and immediately responsive.
- Listen to and understand your objectives, goals and constraints
- Understand the regulatory and permitting requirements associated with the project
- Provide varying options for each design problem to enable selection of solutions which best fit your needs

These factors will contribute to a successful project that meets your needs, goals, milestones, budget and schedule.

**HALFF BY  
THE NUMBERS**



**ESTABLISHED  
-1950-**



**33  
OFFICES**

**1,400  
EMPLOYEES**





## 4. Willingness to Meet Time and Budget Requirements

Halff is committed to meet the schedule and budget requirements established by the Ventana CDD. Having worked with numerous public and private clients during our many years in practice, Halff is acutely aware of the importance of completing assignments within budget constraints. We have developed specific steps to maintain control of project budgets from initiation through completion. Halff will work closely with the CDD to develop a clear and detailed scope of work. We utilize a web-based program to track all charges on projects. This data is updated weekly to provide current budget reports/details for the project manager, and can be provided to the CDD at any time. For construction and cost estimates, we maintain local relationships with contractors to verify current cost data.

Our firm is well-equipped to meet time and budget requirements, showcasing our strong resources and proven expertise. With more than 70 employees in our Temple Terrace and Tampa offices, we have the resources and responsiveness for the project needs. Our team's composition not only reflects our strong talent but also a track record of adhering to budget constraints and timelines. Past performances on similar projects underline our commitment to efficiency and client satisfaction, backed by competitive rates and optimal staffing levels.

### AVAILABILITY

Halff's personnel are committed to the successful completion of this project. We will be ready to begin service within 24 hours of the Notice to Proceed. The Halff team will utilize Deltek Vantagepoint software to

support the management of human resources. This system allows for project managers to monitor all project efforts in real time and quickly assess project status and needs. Staff assignments will be modified, as needed, to make sure that required staff are available to support Ventana CDD. With Halff's network of more than 1,400 professional staff members, we have designated backup team members for each role should the need arise.

## 5. Recent, Current and Projected Workloads

The Halff team is fully prepared to undertake this assignment. Our key professional and technical staff have the available time to fully commit to any requests identified by the CDD.

A comprehensive list of our firm's current projects is reviewed and updated weekly. Staffing assignments are made with the goal to provide staff continuity to our clients and to confirm that the appropriate technical qualified staff are assigned to client projects.

Halff has many years of experience with managing multiple projects simultaneously. The success of our team's approach to management of contracts is reflected in our ability to continue to secure this type of work from a wide variety of clients within state, private, and local government.

## 6. Volume of Work Previously Awarded to Consultant by District

Halff has not worked for Ventana Community Development District.



**5C**



Qualifications to Provide  
**VENTANA COMMUNITY  
DEVELOPMENT DISTRICT**

Professional Engineering Services

April 25, 2024





Cover Letter

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2. Past Performance	8
3. Geographic Location	17
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5. Recent, Current, & Projected Workloads	19
6.Volume of Work Previously Awarded by District	20



Ventana Community Development District  
 District Engineer  
 April 25, 2024



Johnson Engineering, Inc. is an Affirmative Action/Equal Opportunity Employer; a Drug-Free and Smoke-Free Workplace and participates in the federal E-Verify Program.





April 25, 2024

Ventana Community Development District  
Jayna Cooper, District Manager  
2654 Cypress Ridge Blvd., Suite 101  
Wesley Chapel, FL 33544

**Re: Ventana Community Development District - Professional Engineering Services**

Dear Supervisors:

As a firm, Johnson Engineering has more than 48 years of experience working on independent districts including CDDs throughout Florida and has worked with staff from Inframark and Straley, Robin, Vericker at other Districts in the Hillsborough and Tampa Bay area. As the District Engineer, we will partner with the District and keep safety and budget at the forefront of all that we do while listening and communicating with the Board and District Staff to achieve your goals.

In addition to the District Engineer, you will receive the support of a team of professionals with the knowledge of stormwater management, current environmental issues, transportation/roadway design, utility design, landscape design and construction management/observation along with current permitting requirements to efficiently maintain or expand the District's services that are being provided to its residents.

Our team is currently, or has worked in the past, on the following CDDs:

- |                           |                                       |                                       |
|---------------------------|---------------------------------------|---------------------------------------|
| ↪ Oaks at Shady Creek CDD | ↪ Spring Lake CDD                     | ↪ Bay Creek CDD (Pelican Landing)     |
| ↪ Watergrass CDD I & II   | ↪ Cory Lakes CDD                      | ↪ Mediterra South CDD                 |
| ↪ Forest Creek CDD        | ↪ Highlands CDD                       | ↪ Walnut Creek CDD                    |
| ↪ Concord Station CDD     | ↪ Riverbend West CDD                  | ↪ Pine Air Lakes CDD                  |
| ↪ TSR CDD (Starkey Ranch) | ↪ Water's Edge CDD                    | ↪ Pelican Marsh CDD                   |
| ↪ Cypress Preserve CDD    | ↪ Wynmere East CDD                    | ↪ CFM CDD (Magnolia Landing)          |
| ↪ Suncoast CDD            | ↪ Verandah East CDD                   | ↪ Wentworth Estates CDD (Treviso Bay) |
| ↪ Longleaf CDD            | ↪ Bay Creek CDD (Pelican Landing)     | ↪ Miromar CDD                         |
| ↪ Long Lake Ranch CDD     | ↪ The Brooks II of Bonita Springs CDD | ↪ Arbor Greene CDD                    |
| ↪ Terra Bella CDD         | ↪ Stonybrook CDD                      | ↪ Gateway Services CDD                |
| ↪ Park Place CDD          | ↪ Verandah West CDD                   | ↪ Portico CDD                         |
| ↪ La Collina CDD          | ↪ Mediterra North CDD                 | ↪ Sail Harbour CDD                    |
|                           | ↪ Bayside CDD (Pelican Landing)       | ↪ River Ridge CDD                     |

Our team is known for providing outstanding service as well as always being mindful of our client's time and budgetary needs. Our clients find that our vast experience and dedication to professionalism bring success to their projects.

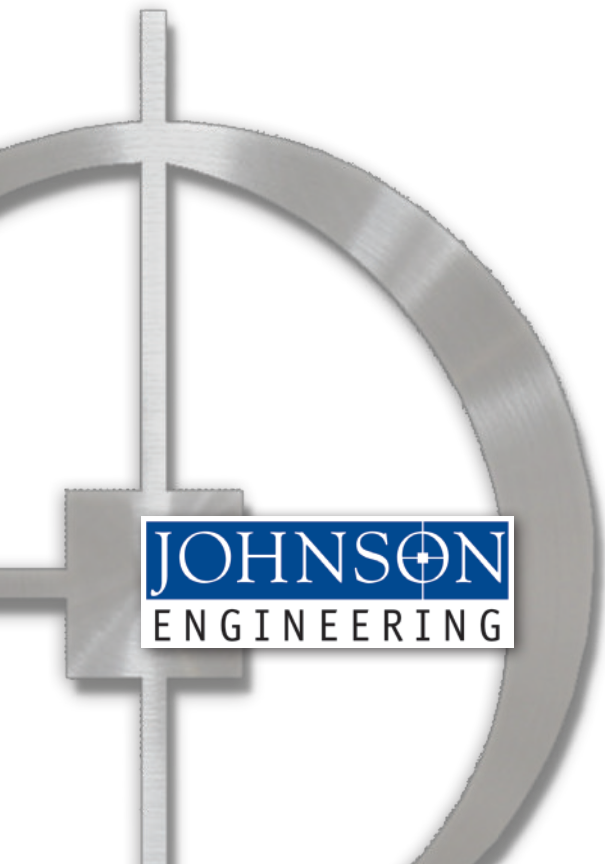
We appreciate the opportunity to submit our qualifications and look forward to building a strong relationship with Ventana Community Development District. Please do not hesitate to contact me should you have any questions during your review of our proposal.

Sincerely,  
JOHNSON ENGINEERING, INC.

Phil Chang, PE  
Lutz Branch Manager  
(813) 751-2656, [pchang@johnsoneng.com](mailto:pchang@johnsoneng.com)

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# 1. Ability & Adequacy of Professional Personnel





**Depth of Experience**

Centuries of combined experience has immersed our team of licensed professionals into Florida's geography, giving a rare perspective into development of the area and an appreciation of the changes.

**Full Range of Services**

Specialized teams of licensed engineers, land planners, landscape architects, surveyors, ecologists, water resources experts, transportation and utility designers provide a variety of specialized services.

**Long Term Commitment**

Our team's average tenure with Johnson Engineering is 13 years, 53% of our employees have been here for more than 10 years, and an unprecedented 21% have been with us for more than 20 years, showing our team's continuity and dedication to the area.

**Firm Overview**

When Johnson Engineering was established in 1946, much of Florida was an undisturbed land. More than 78 years later we have seen booms in development and a tremendous population growth alter the landscape permanently. We have been assisting private companies, city, county, federal, and state government through these changes and challenges by offering expertise in a broad spectrum of disciplines.

Just as Florida has transformed dramatically over the years, so has Johnson Engineering. What started as one man surveying Southwest Florida, has developed into a cohesive team of more than 120 professional civil engineers, ecologists, scientists, geologists, surveyors and mappers, certified land planners and landscape architects, located throughout Florida.

**We have more than 78 years of professional experience and 48 years of District work throughout Florida.** Our extensive list of well-known residential communities, roads, schools, hospitals, airports, resorts, shopping centers, and commercial developments, show our experience and continued responsibility in developing Florida's communities.

Our team has worked closely together on the following CDD's.

- ↪ Oaks at Shady Creek CDD
- ↪ Watergrass CDD I & II
- ↪ Forest Creek CDD
- ↪ Concord Station CDD
- ↪ TSR CDD (Starkey Ranch)
- ↪ Longleaf CDD
- ↪ Cory Lakes CDD
- ↪ The Brooks II of Bonita Springs CDD
- ↪ Verandah East CDD
- ↪ Mediterra North CDD
- ↪ Suncoast CDD
- ↪ Long Lake Ranch CDD
- ↪ Terra Bella CDD
- ↪ Park Place CDD
- ↪ Highlands CDD
- ↪ La Collina CDD
- ↪ Riverbend West CDD
- ↪ Water's Edge CDD
- ↪ Spring Lake CDD
- ↪ Wynnmere East CDD
- ↪ Bay Creek CDD (Pelican Landing)
- ↪ Stoneybrook CDD
- ↪ Verandah West CDD
- ↪ Bayside CDD (Pelican Landing)
- ↪ Bay Creek CDD (Pelican Landing)
- ↪ Mediterra South CDD
- ↪ Walnut Creek CDD
- ↪ Pine Air Lakes CDD
- ↪ Pelican Marsh CDD
- ↪ CFM CDD (Magnolia Landing)
- ↪ Wentworth Estates CDD (Treviso Bay)
- ↪ Miromar CDD
- ↪ Arbor Greene CDD
- ↪ Gateway Services CDD
- ↪ Portico CDD
- ↪ Sail Harbour CDD
- ↪ River Ridge CDD



Ventana Community Development District  
 District Engineer  
 April 25, 2024



Johnson Engineering, Inc. is an Affirmative Action/Equal Opportunity Employer; a Drug-Free and Smoke-Free Workplace and participates in the federal E-Verify Program.



# I. ABILITY & ADEQUACY OF PROFESSIONAL PERSONNEL

## CAPABILITIES SUMMARY

We have an experienced team of professionals located throughout Florida., many of whom have considerable CDD experience. Our extensive list of well-known Florida CDD's, residential communities, roads, schools, hospitals, airports, shopping centers, resorts and commercial developments show our continued responsibility in developing Florida's communities.



**LAND DEVELOPMENT**

Project Management / Coordination • Due Diligence Site Design • Cost Estimation • Permitting Construction Observation & Administration Single Family Communities • Multi-Family Residential Assisted Living • Commercial • Industrial • Medical Institutional • Educational • Recreational



**PLANNING**

Feasibility & Assessment Studies • Master Planning & Urban Design • Neighborhood & Sector Planning Comprehensive Planning & Zoning • Facility Planning Corridor Planning • Local Government Planning Public Engagement • GIS Services Code Writing Redevelopment Planning



**SURVEYING & MAPPING**

Subsurface Utility Engineering & Mapping (SUE) Hydrographic Surveying • Transportation Surveying Bathymetric Surveying • ALTA Surveys Boundary Surveys • Construction Layout Platting • Record Surveys Sketches and Legal Descriptions



**ECOLOGICAL/ENVIRONMENTAL CONSULTING**

Wetland Delineation, Assessments & Permitting Protected Species Surveys, Permitting & Relocations Mitigation Design & Monitoring Marine & Coastal Environmental Services Airport Wildlife Hazard Services Drone Services Geographic Information Systems



**STORMWATER MANAGEMENT**

Surface Water Master Planning • Surface Water Retrofit • BMP Selection and Design Hydrologic, Hydraulic & Water Quality Modeling Federal, State and Local Surface Water Permitting Flow & Stage Monitoring • Water Quality Treatment Special Governments • Filter Marsh Design




**WATER QUALITY STUDIES**

Stormwater/Surface Water Quality Studies Groundwater Quality Studies • Estuarine/Coastal Water Quality Studies • Subaqueous Sediment Characterization • TMDL Pollutant Loading Determination • EPA Section 319 and FDEP SWAG Assistance • Microbial Source Tracking • Quality Assurance Project Plan • Non-point Source Evaluation




**WATER SUPPLY**

Hydrogeological Investigations Water Resource Assessments • Water Use, Water Supply System Permitting • Well & Wellfield Design Regional Water Supply Planning Groundwater Modeling • Deep Injection Wells Alternative Water Supplies Studies



**ENVIRONMENTAL ASSESSMENT**

Phase I Environmental Site Assessments (ESAs) Phase II Environmental Site Assessments (ESAs) NPDES Compliance Monitoring Permit Compliance Monitoring and Reporting Filter Marsh Efficiency Evaluation Water Use Accounting Method Calibration BMAP Nutrient Removal Project Assessment



**GEOGRAPHICAL INFORMATION SYSTEMS**

ESRI-based GIS Services • Mobile Online Map (ArcGIS Online) • Custom Client Online Map Services Geodatabase Development and Implementation CAD-GIS-DGN Conversions • High Accuracy GNSS (GPS) Data Collection • Advanced Modelbuilder & Python Scripting • LiDAR Derivative Products Cartographic Visualization • Aerial Photo Processing



**TRANSPORTATION DESIGN**

Roadway Design • Signalization Design Resurfacing, Rehabilitation and Restoration Street Lighting Design • Traffic Analyses Roundabout Design • Signalization Design Corridor Planning • Bicycle, Transit, and Pedestrian Facilities



**CONSTRUCTION ENGINEERING & INSPECTION**

Roadway Construction Bridge Construction Roadway Resurfacing Rehabilitation Restoration Major Drainage Structures Construction Private Development Construction Assistance Grant Funded Construction Oversight / Compliance



**LANDSCAPE ARCHITECTURE**

Landscape/Hardscape/Irrigation Design • Conceptual Design • Commercial Design • Community Revitalization & Amenity Design • Streetscape Design Park Design • Visualization & Graphic Design Construction Documents & Observation Arboricultural Consulting Services • Plan Review Services • Community/Institutional/Hospitality Design



**UTILITIES**

Utility Planning • Subsurface Utility Engineering (SUE) Data Collection & Analysis • Hydraulic Modeling Pipeline Design • Pump Station Design, Evaluation, and Operational Controls Utility Permitting • Project Management CEI



**ELECTRICAL ENGINEERING (EI&C)**

Switchgear, Motor Control Centers, and Generators Power Distribution Equipment • Lighting Process & Industrial Control Systems Integration and Commissioning Electrical Systems Analysis (Short Circuit and Protective Coordination) SCADA Architecture, Networking & Telemetry



**SPECIAL DISTRICT ASSISTANCE**

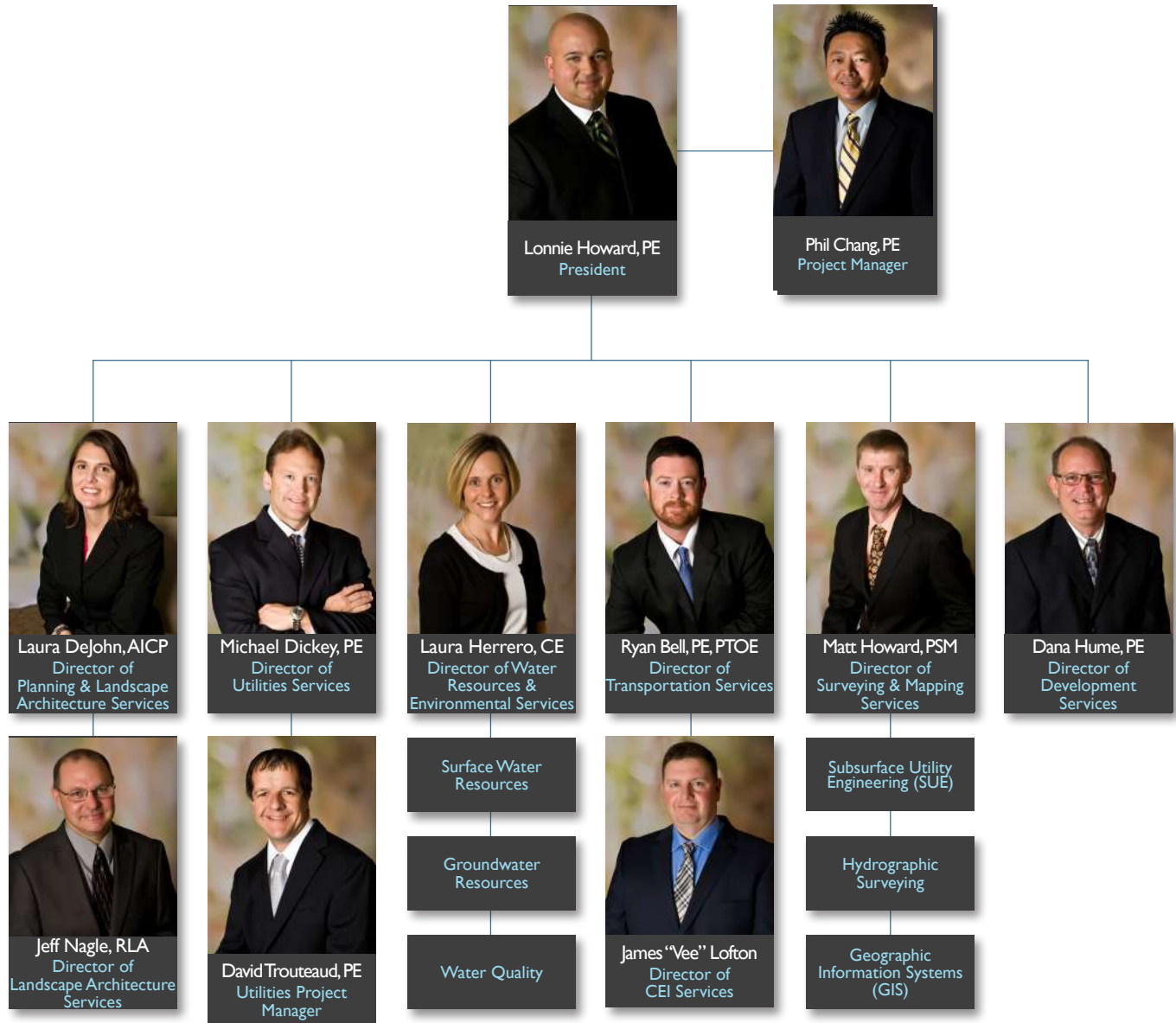
Stormwater Management • Water Use Environmental • Planning Landscape Architecture Surveying & Mapping • Utilities Roadway/Traffic Studies Geographic Information Systems (GIS) Construction Engineering & Inspection (CEI)





# ORGANIZATIONAL STRUCTURE

Johnson Engineering is a corporation led by seven Board of Directors and is comprised of seven specialized market groups. Each market group is led by a key officer whose job is to provide beneficial decision making for the company and integrate these decisions with the other market groups.



**ORGANIZATIONAL CHART**

Below is our proposed team we have hand selected to best serve the needs of the CDD. Our team is available and ready to start immediately.



KEY TEAM MEMBER BIOS



**Phil Chang, PE - Project Manager/District Engineer**

Phil is the branch manager, overseeing all daily operations for our Lutz office. He has worked on various projects throughout Florida, and is the District Engineer for Community Development Districts. He is familiar with the design and permitting procedures of the local municipalities as well as the Southwest Florida Water Management District (SWFWMD) and the Florida Department of Transportation (FDOT). Phil's primary experience as a project manager includes peer review, design and permitting of transportation improvement projects along with other public sector projects. This range of experience results in creative solutions to atypical project challenges.



**Alfredo Perez, PE, PSM - Water Management**

Alfredo began his engineering career in 2004 as a survey rod technician. Alfredo has eight years of prior survey experience. He is familiar with office and field procedures in surveying/mapping, both conventional and global positioning systems. He earned his B.S.C.E in May 2014 and is currently working in the water resources department. Alfredo works on a variety of projects entailing various disciplines of engineering which include groundwater, utilities, surface water, construction inspection, report writing, and field data collection. He continues to aid in other areas of engineering which consist of surveying and mapping, plan production/QAQC, and preparing project specifications.



**John Curtis, CSE - Environmental**

John is a certified senior ecologist on our environmental team. He has worked on all aspects of environmental projects for the firm, including environmental services for Longleaf and Suncoast CDDs. With 27 years experience at the firm, John has played an instrumental role in environmental permitting, critical habitat and protected species mapping and management, and environmental mitigation design for numerous public and private clients. He was the lead ecologist responsible for the wetland delineations, habitat mapping, mitigation design, and environmental resource permitting for Colonial Country Club. He also managed all aspects of environmental permitting for The Forum, a 700-acre mixed-use development in Fort Myers, and recently obtained the environmental resource permit for the environmental restoration of Gateway Wetlands 47 & 48 for Gateway Services Community Development District. In addition, John has designed and implemented wetland mitigation plans in the Six Mile Cypress Slough Preserve, totaling over 575 acres.



**Jeff Nagle, RLA - Landscape Architecture**

Jeff joined Johnson Engineering in 2012 as a principal landscape architect. Jeff brings a versatile skill set and a reputation built on providing the highest quality of service to both public and private sector clients, including Suncoast CDD, with on-time and on-budget deliverables. Having worked in both the public and private sector, Jeff brings a broad range of experience to apply in practice, using an innovative management approach to guide projects from the planning and design phase, through permitting, development and construction. Jeff's specialties include master planning, parks and recreation, streetscapes, roadway, environmental reclamation and mitigation, Low Impact Development, and lighting design. Jeff identifies cost-saving and state-of-the-art design solutions to serve his clients' needs to bring lasting value to every project.



**Matt Howard, PSM - Survey & Mapping**

Matt has been with Johnson Engineering since 2000 and has more than four decades of experience in the field of surveying and 33 years as a licensed Professional Surveyor and Mapper. Matt became a partner of Johnson Engineering in 2005 and is the firm's Director of Survey and Mapping. He has performed surveys for many public and private sectors, including performing surveys for large land owners such as Babcock, Kitson Partners, United States Sugar Corporation, Hilliard Brothers of Florida, ALICO, McDaniel Ranch, Bob Paul, Inc. and Bonita Bay Group.





**Paul Lohr, GISP - Geographic Information Systems (GIS)**

Paul began working for Johnson Engineering in 2000 as an engineering technician and now serves as a senior Geographic Information Systems (GIS) analyst. He is a certified GIS Professional, with a large portion of his work effort being devoted to GIS specialization including analysis, map production, data setup and management, integration of GIS and GPS hardware/software and development of web-based GIS mapping applications. Paul assisted Johnson Engineering in obtaining the ArcGIS Online Specialty certification. Paul is knowledgeable in a variety of GIS and CAD applications and is familiar with several scripting and programming languages.



**Ryan Bell, PE, PTOE - Roadways/Traffic**

Ryan serves as the director of our transportation group and is a shareholder of the company. With a degree in civil engineering from the University of Florida, Ryan was born and raised in Southwest Florida giving him a keen understanding and inherent appreciation for local transportation issues. Ryan has experience in both the design and construction of various transportation improvement projects. As project manager for various transportation design and CEI projects, such as the Blanton & Lake Lola intersection study, Sea Forest & Marine sidewalks, Chancey Road box culvert project, Elementary School "S" turn lane improvements, Little Road at DeCubellis Road and Massachusetts Avenue intersection study, Little Road and Jaguar Trail turn lanes in Pasco County, Six Mile Cypress widening design, S.R. 31 widening design and the Three Oaks Parkway/Imperial Street CEI, he brings comprehensive management and oversight to all of Johnson Engineering's transportation projects.



**Michael Dickey, PE - Utilities**

Mike is the director of our utilities market group and is a shareholder of the firm. He has 27 years of experience and has designed utilities for various developments, private utility companies, and municipalities. His utility experience includes master planning, hydraulic modeling, design of water distribution systems, wastewater collection systems, irrigation systems, and pumping facilities. Prior to joining Johnson Engineering, Mike worked for a local utility contractor which gave him a unique perspective of how the utilities he designs today come together in the field. With both utility design and construction experience, he has a comprehensive understanding of the entire utility development process from planning to design, to permitting through construction. Mike knows how to develop a design that works both in theory and in practice.



**Laura DeJohn, AICP - Planning**

A Certified Planner since 2001, Laura has 26 years of professional experience in both public and private sector planning, including five years as a planner for the City of Naples. As Johnson Engineering's Director of Planning & Landscape Architecture, Laura manages projects involving development feasibility studies and site assessments, monitoring reports, code writing, preparation and presentation of land use and zoning applications, site design, master planning, and community visioning. Her experience includes entitlement of new development and redevelopment projects; historic preservation; architectural design review; annexation; and incentive-based codes. She has presented for the American Institute of Architects of Southwest Florida, Florida Gulf Coast University, and the Florida Chapter of the American Planning Association, and is an appointed member of the Collier County Development Services Advisory Committee.



**Tremayne Whitfield - Construction Observer**

With over a decade of transportation design knowledge, Tremayne is very familiar with many of the common issues affecting local communities. He has provided design and construction observation assistance on several local CDD and HOA projects that have involved pavement repairs, sidewalk replacement, storm structure outfall maintenance and replacement and pavement restriping projects. His experience also includes condition surveys for storm structures (inlets, outfalls, etc.), pavement and sidewalks.





# BUSINESS & PROFESSIONAL LICENSES/CERTIFICATIONS

## State of Florida Department of State

I certify from the records of this office that JOHNSON ENGINEERING, INC. is a corporation organized under the laws of the State of Florida, filed on November 3, 1967.

The document number of this corporation is 322710.

I further certify that said corporation has paid all fees due this office through December 31, 2024, that its most recent annual report/uniform business report was filed on March 28, 2024, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Twenty-eighth day of March, 2024*



*[Signature]*  
Secretary of State

Tracking Number: 1848455298C.  
To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.  
<https://services.sosfl.org/Filings/CertificateOfStatus/CertificateAuthentication>

STATE OF FLORIDA  
BOARD OF PROFESSIONAL ENGINEERS  
THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

**CHANG, PHILIP**  
3357 COONTEE COURT  
NEW PORT RICHEY FL 34655

LICENSE NUMBER: PE57410  
EXPIRATION DATE: FEBRUARY 28, 2025  
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STATE OF FLORIDA  
BOARD OF PROFESSIONAL ENGINEERS  
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**PEREZ, ALFREDO**  
1042 ZINNIA ROAD  
LA BELLE FL 33955

LICENSE NUMBER: PE84310  
EXPIRATION DATE: FEBRUARY 28, 2025  
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STATE OF FLORIDA  
BOARD OF PROFESSIONAL ENGINEERS  
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**BELL, RYAN K.**  
23007 67TH AVE E  
MYAKKA CITY FL 34251

LICENSE NUMBER: PE60010  
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STATE OF FLORIDA  
BOARD OF PROFESSIONAL ENGINEERS  
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**DICKEY, MICHAEL SCOTT**  
17060 SHADY GROVE LANE  
CAPE CORAL FL 33909

LICENSE NUMBER: PE60057  
EXPIRATION DATE: FEBRUARY 28, 2025  
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**AICP**  
THE AMERICAN INSTITUTE OF CERTIFIED PLANNERS  
LAURA KATHARINE SPURGEON

Has qualified as a  
**Member**

with all benefits of a Certified Planner and responsibility to the AICP Code of Ethics and Professional Conduct.

Membership Certificate Number 016747  
July 1, 2001

*[Signatures]*

Transportation Professional Certification Board Inc.

*certifies that*  
**Ryan K. Bell**  
*has met all of the requirements established by the Certification Board to use the title of*  
**PROFESSIONAL TRAFFIC OPERATIONS ENGINEER**  
*unless withdrawn by the Certification Board and subject to the provisions for renewal Certificate number 2832 issued in Washington, D.C. on*  
*April 14, 2010*

*[Signatures]*

STATE OF FLORIDA  
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION  
BOARD OF LANDSCAPE ARCHITECTURE  
THE LANDSCAPE ARCHITECT HEREIN HAS REGISTERED UNDER THE PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

**NAGLE, JEFFREY D.**  
JOHNSON ENGINEERING, INC.  
2122 JOHNSON STREET  
FORT MYERS FL 33920

LICENSE NUMBER: LA6667059  
EXPIRATION DATE: NOVEMBER 30, 2025  
ISSUED: 12/06/2023  
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License						
Name:	HOWARD, LONNIE V.	License Number:	53167			
Rank:	Professional Engineer	License Expiration Date:	02/28/2025			
Primary Status:	Current	Original License Date:	08/17/1998			
Secondary Status:	Active					
Related License Information						
License Number	Status	Related Party	Relationship Type	Relation Effective Date	Rank	Expiration Date
642	Current	JOHNSON ENGINEERING, INC.	Registry	05/23/2012	Registry	

**esa**  
The Ecological Society of America  
Founded 1915  
The Ecological Society of America, upon recommendation of the Board of Professional Certification, hereby certifies that **John Curtis** meets the requirements as a certified **Senior Ecologist** and is governed by the Society's Code of Ethics. Certified by the Ecological Society of America from August 1, 2023 through August 31, 2026

*[Signatures]*

Florida Department of Agriculture and Consumer Services  
Division of Consumer Services  
Board of Professional Surveyors and Mappers  
2005 Apalachee Parkway Tallahassee, Florida 32399-6700

License No: LB642  
Expiration Date: February 28, 2025

**Professional Surveyor and Mapper Business License**  
Under the provisions of Chapter 472, Florida Statutes

JOHNSON ENGINEERING, INC.  
2122 JOHNSON ST.  
FORT MYERS, FL 33901-3408

*[Signature]*  
WILTON SIMPSON  
COMMISSIONER OF AGRICULTURE

Florida Department of Agriculture and Consumer Services  
Division of Consumer Services  
Board of Professional Surveyors and Mappers  
2005 Apalachee Parkway Tallahassee, Florida 32399-6700

License No: LS4912  
Expiration Date: February 28, 2025

**Professional Surveyor and Mapper License**  
Under the provisions of Chapter 472, Florida Statutes

MATTHEW M HOWARD  
278 HOLLY WOOD PT.  
LABELLE, FL 33935-9604

*[Signature]*  
WILTON SIMPSON  
COMMISSIONER OF AGRICULTURE

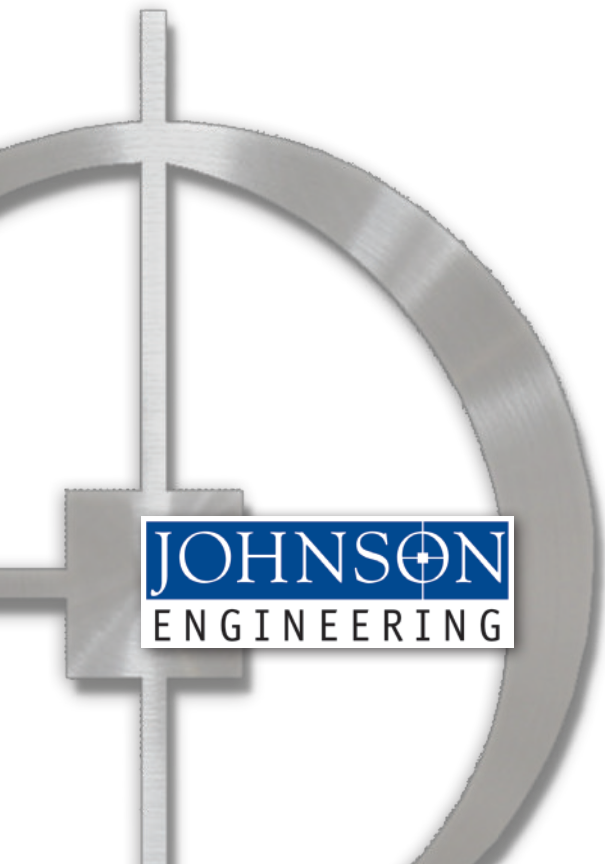


Ventana Community Development District  
District Engineer  
April 25, 2024



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## 2. Past Performance

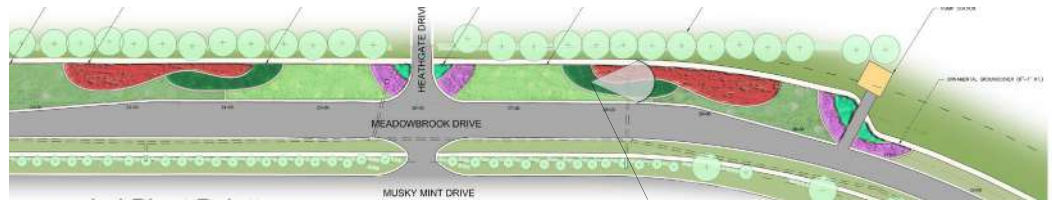


## PREVIOUS CDD DISTRICT ENGINEER EXPERIENCE & REFERENCES

### SUNCOAST CDD

#### District Engineer

Inframark  
 Ms. Lisa Castoria  
 2654 Cypress Ridge Blvd., Ste 101  
 Wesley Chapel, FL 33544  
 (656) 223-7011



Johnson Engineering was selected to provide professional engineering services for the Suncoast Community Development District in Pasco County, Florida in August 2013. Our work has included inspection of stormwater detention ponds (for SWFWMD Certification), review of and recommendations pertaining to contractor proposals, facilitating discussions between the Board of Supervisors and County staff, identifying and reporting roadway structural issues and responding to resident inquiries. Our landscape team designed the replacement of existing turf grass within the County ROW along the community's main entry road with a Florida Friendly and aesthetically pleasing landscape treatment. The design required consideration of the roadway landscape restrictions which limited the plant selections to grasses and groundcover to avoid frangibility concerns of trees within the roadway corridor.

### LONGLEAF CDD

#### District Engineer

Inframark  
 Ms. Jayna Cooper  
 2654 Cypress Ridge Blvd., Ste 101  
 Wesley Chapel, FL 33544  
 (813) 608-8242  
[jayna.cooper@inframark.com](mailto:jayna.cooper@inframark.com)



Johnson Engineering has provided professional engineering services for the Longleaf Community Development District in Pasco County, Florida since 2009. The work includes establishment, reports for bonds, processing National Pollutant Discharge Elimination System (NPDES) permit compliance, assisting during the construction and development process, as well as during the operation and maintenance of the CDD. Additional services have included sidewalk/ADA surveys, resolution of trip hazards as a result of tree roots, solving drainage issues, pavement condition surveys, construction administration and observation, and regular communication with District Staff.

### FOREST CREEK CDD

#### District Engineer

Inframark  
 Mr. Andrew Mendenhall  
 2654 Cypress Ridge Blvd. Suite 101  
 Wesley Chapel, FL 33544  
 (813) 991-4014  
[andymendenhall@inframark.com](mailto:andymendenhall@inframark.com)



Johnson Engineering provides general engineering services to the Forest Creek Community Development District. As District Engineer, we have assisted the District with its needs in the areas of stormwater management, environmental issues, transportation/roadway issues, survey, project bidding and construction observation as well as any additional services on an as-needed basis. Projects have included, but were not limited to, sidewalk repairs, roadway repaving, review of vegetative growth in conservation/preservation areas and permit research.





**PARK PLACE CDD**  
**District Engineer**

Inframark  
 Mr. Gene Roberts  
 2005 Pan Am Circle Ste 300  
 Tampa, Florida 33607  
 (813) 873-7300 ext 116  
[gene.roberts@inframark.com](mailto:gene.roberts@inframark.com)



As District Engineer for the Park Place CDD, Johnson Engineering has provided general engineering services related to traffic calming, roadway repairs and improvements (asphalt and brick pavers), ADA compliance, vendor/contractor selection and oversight, parking assessments and inspection of stormwater detention ponds as well as a other professional services on an as-needed basis. By closely coordinating with the District Manager and communicating effectively with the Board, we have been able to assist the District in maintaining its infrastructure at an acceptable level.

**MEDITERRA**  
**District Engineer**

Wrathell, Hunt & Associates  
 Mr. Chuck Adams  
 9220 Bonita Beach Road,  
 Suite 214  
 Bonita Springs, FL 34135  
 (239) 498-9020  
[adamsc@whassociates.com](mailto:adamsc@whassociates.com)



Johnson Engineering has been the District Engineer at Mediterra since 2002. Work has included pay request review for release of bond funds, stormwater pond evaluations, fire safety related to naturally vegetated areas, and littoral vegetation maintenance.

**THE BROOKS OF BONITA SPRINGS CDD**  
**District Engineer**

Wrathell, Hunt & Associates  
 Mr. Chuck Adams  
 9220 Bonita Beach Road,  
 Suite 214  
 Bonita Springs, FL 34135  
 (239) 498-9020  
[adamsc@whassociates.com](mailto:adamsc@whassociates.com)



Johnson Engineering is the District Engineer for The Brooks of Bonita Springs CDD in South Lee County, Florida. Our team provides professional engineering services, including establishment, reports for bonds, assisting during the construction and development process, as well as during the operation and maintenance of the CDD.

**PINE AIR LAKES CDD**  
**District Engineer**

Governmental Mgmt. Services  
 Mr. Rich Hans  
 5701 North Pine Island Road,  
 Suite 370  
 Fort Lauderdale, FL 33321  
 (954) 721-8681  
[rhans@govmgtsvc.com](mailto:rhans@govmgtsvc.com)



Johnson Engineering provides professional engineering services for Pine Air Lakes Community Development District located in Collier County, Florida. The work includes establishment, reports for bonds, assisting during the construction and development process, as well as during the operation and maintenance of the CDD. Our environmental team is currently providing preserve maintenance by overseeing exotic vegetation maintenance events.



Ventana Community Development District  
 District Engineer  
 April 25, 2024





**RIVERWOOD CDD**  
**District Engineer**

Inframark  
 Mr. Robert Koncar  
 5911 Country Lakes Drive  
 Fort Myers, FL 33905  
 (904) 626-0593  
[Bob.Koncar@inframark.com](mailto:Bob.Koncar@inframark.com)



Johnson Engineering is one of two firms providing engineering services for this district. Our focus is on water management, environmental, road, and landscape needs with the other firm focused on the utility plants operated by the District. The District has several water management permits, which we are assisting with budgeting to meet permit requirements.

**VERANDAH WEST CDD**  
**District Engineer**

Wrathell, Hunt & Associates  
 Mr. Chuck Adams  
 9220 Bonita Beach Road,  
 Suite 214  
 Bonita Springs, FL 34135  
 (239) 498-9020  
[adamsc@whhassociates.com](mailto:adamsc@whhassociates.com)



Johnson Engineering prepared the original Engineer's Report and amendments along with the other items in the community. During construction, portions of the community assets were reviewed by our team prior to acquisition by the CDD. This included review of construction documents, onsite testing and certifications to the regulatory agencies. We also helped with delineation of conservation areas and private lands within the District for the division of maintenance responsibilities.

**PELICAN MARSH CDD**  
**District Engineer**

Dorrill Management Group  
 Mr. W. Neil Dorrell  
 5672 Strand Court, Suite 1  
 Naples, FL 34110  
 (239) 592-9115  
[nsdorrell@aol.com](mailto:nsdorrell@aol.com)



Johnson Engineering has provided general engineering services for the Pelican Marsh CDD in North Collier County, Florida since 2002. The services we have provided the District include reviewing the stormwater system when flooding has occurred throughout the community, reviewing offsite impacts of existing and proposed facilities affecting the stormwater system and assisting with improving the access control facilities, and reviewing roadway signage and sight distance issues. In 2017, the community began a multi-year roadway paving project of the main CDD roads. Our transportation group provided a pavement condition report and Construction, Engineering, and Inspection (CEI) services during the project to monitor contractor performance and verify invoicing quantities.

**CORY LAKES CDD**  
**District Engineer**

Mr. Larry Krause  
 1540 International Parkway  
 Suite 2000  
 Lake Mary, FL 32746  
 (813) 565-4663



Johnson Engineering is the District Engineer for the Cory Lakes Community Development District. This District has an extensive stormwater system consisting of several interconnected lakes and wetlands. Our work has included assisting the District to replace large concrete stormwater structures that were in desperate need of repair as well as assisting with general maintenance issues related to failing inlets, pipes and drainage ditches. Other services have included ADA surveys, new concrete sidewalks and assistance with concrete bridge repairs.



### LAKESIDE PLANTATION CDD District Engineer

Governmental Management  
Services - Central Florida, LLC  
Mr. George Flint  
135 West Central Blvd, Suite 320  
Orlando, FL 32801  
(407) 841-5524  
[gflint@gmscfl.com](mailto:gflint@gmscfl.com)



Johnson Engineering provides professional engineering services for Lakeside Plantation Community Development District. We service as District Engineer in the areas of stormwater management, environmental issues, transportation/roadway issues, utility design, landscape design, and construction management and observation, along with current permitting requirements in order to efficiently maintain or expand the District's services that are being provided to its residents.

### PELICAN LANDING Pelican Landing Entry Landscape Renovations

The Pelican Landing community was interested in updating the landscaping around the lake on the southwest corner of one of their entries along U.S. 41. Johnson Engineering prepared three landscape concepts and presented the concepts to the Community Board. The community is currently reviewing the concepts that we created and we anticipate continuing on with the project to formulate construction documents based on the concepts and community feedback.



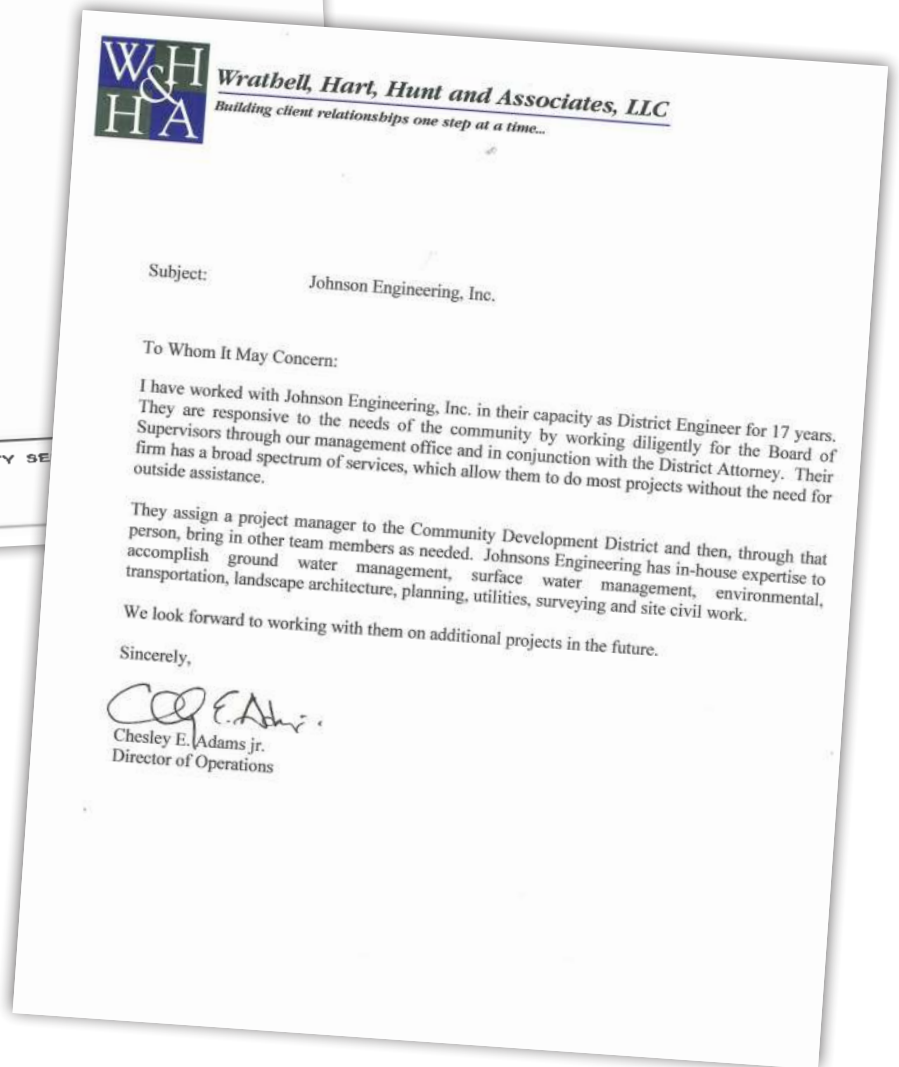
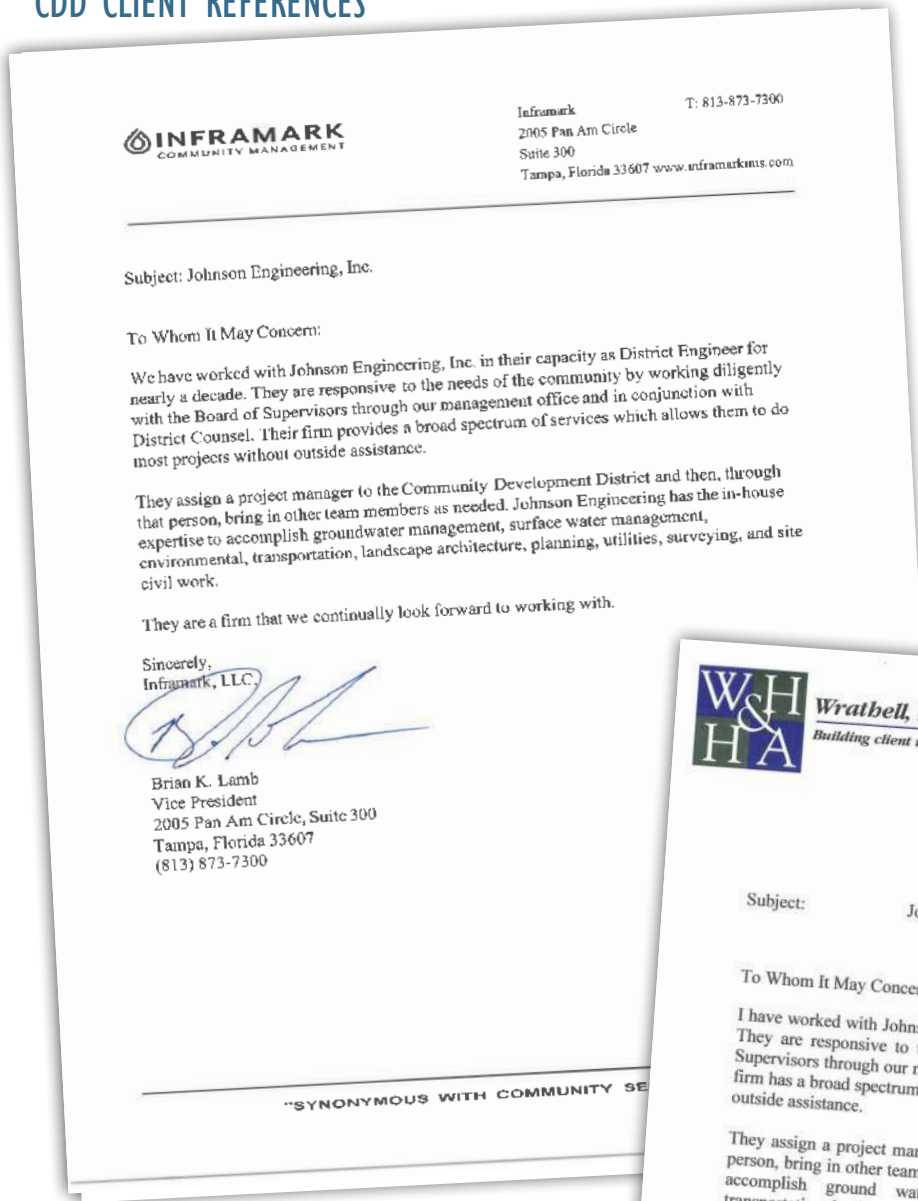
### KEY MARCO CDD Key Marco Dog Park

The community of Key Marco invited us to create conceptual plans for a potential new dog park in the community. The dog park would be located in an area that was formerly used for landscape maintenance operations. The concept was presented to the community and we are currently awaiting feedback with the anticipation of creating final design plans and construction documents based on the community's comments.





## CDD CLIENT REFERENCES





**APPROACH &  
 IMPROVEMENT  
 RECOMMENDATIONS**



**Community Development District Experience**

Our team has extensive Community Development District (CDD) experience throughout Florida, as we are the District Engineer for many CDDs. The work includes establishment, reports for bonds, and assistance during the construction and development process as well as ongoing services during the operation and maintenance of the CDD. During the construction and development process, we prepare the Engineer's Reports and amendments when needed, and review and approve requisitions from bond proceeds. After the work is complete or largely complete by the original developer, we participate in the long-term operation and maintenance with the CDD through facilities modifications, GATSB 34, upgrades to irrigation and maintenance facilities, as well as modifications to the water management system. We have assisted, and are currently assisting, Districts with sidewalk/ADA assessments, traffic signage and pavement marking surveys, ownership mapping, pavement condition assessments, drainage issue resolution, pond and wetland inspections, road resurfacing, and other improvement projects. We have also developed a Permit Criteria Manual to be used for new phases of development within the District limits of one of our clients.

On a regular basis (sometimes monthly), we survey our existing CDD/HOA communities and provide a report to the District Manager identifying any safety or infrastructure concerns. Our reports have included photos and descriptions of lifted and/or cracked sidewalks (sometimes because of tree roots) related to ADA non-compliance, areas of ponding, slope erosion/failure, locations of faded traffic signs or pavement markings and locations of pavement failure. Solutions have included chemical grout injection to address sidewalk trip hazards, saving our clients time and money (we were able to address 10 times the number of trip hazard locations using this method verses the traditional sidewalk removal and replacement method for the same amount of money, freeing up funds for other projects). Root barriers have also been implemented in addressing the sidewalk locations being affected by tree roots. Our experience has shown that some issues can be resolved quickly and with minimal disruption to a community's residents by pursuing alternatives to construction.

**Stormwater Management Systems**

Hundreds of stormwater management facilities in communities throughout Florida bear the professional seal of our staff. The members of our surface water management team of professionals have experience in everything from county-level surface water master planning to stormwater facility design for small businesses. Some of the most exciting projects come out of stormwater retrofits of existing communities, which can be some of the most challenging and complex. Many times, it is not physically or financially feasible to completely fix an existing problem. Our team of surface water professionals understand this and work with our clients and interested third parties to come up with the best financially-feasible solution. Water quality is now in the forefront of all retrofit projects. The flooding and water quality problems must be solved simultaneously even though their solutions often work at odds to each other. Our experience and understanding of the local hydraulics, hydrology, and surface water BMPs helps us solve both problems with one solution.



Ventana Community Development District  
 District Engineer  
 April 25, 2024



### Transportation

Our team transportation team has assisted other local CDDs/HOAs with their roadway maintenance issues by communicating solutions promptly as if they had their very own Public Works department. With more than 15 employees supporting him within our transportation market group, we are experienced in a wide of array of roadway design and construction inspection services. We are familiar with the requirements and operating procedures of many municipalities in Florida including the FDOT. We are also experienced in all manners of permitting associated with transportation improvements including FDOT pre-qualifications in the following areas: 3.1, 3.2, 6.1, 7.1, 7.2, 7.3, 8.1, 8.2, 8.4, 10.1, 10.4, 13.6, 15.



Our design services range from sidewalk ADA compliance reviews, corridor analyses, preliminary design studies, and intersection improvements to full scale major roadway design. Roadway design is intricately correlated with the adjacent development, drainage, utilities, and environment. With in-house expertise in these areas as well, we offer a comprehensive design and permitting service. We also have long standing relationships with proven consultants in the transportation sub-disciplines of traffic, lighting, and signalization. These relationships perfectly complement our core design, providing a complete and quality design product.

Our transportation group also offers construction engineering and inspection (CEI). With 10 FDOT certified roadway and utility construction inspectors, we have the means to make sure the design is constructed properly. Our inspection staff is also well versed in the construction and acceptance criteria of the local municipalities. On-site inspection is critical to ensure compliance not only with the plans, but with the specifications and contract documents. Inspection is often required in cases where improvements are to be turned over to a local municipality for maintenance. Our local experience and thorough expertise in all manners of transportation improvement projects will ensure a quality product is delivered in an efficient manner, from conception to completion.



### Environmental Monitoring Experience

Our team is adept at the preparation of all types of mitigation and environmental monitoring reports required by the South Florida Water Management District, Florida Department of Environmental Protection, U.S. Army Corps of Engineers, and any pertinent local agencies requiring this information. In addition, a mitigation monitoring protocol is established and designed as specified in the permits issued for development. We have implemented monitoring programs for a variety of mitigation areas ranging from under 10 acres to 13,000 acres. Components of typical monitoring programs include the establishment and analysis of vegetation monitoring transects, groundwater monitoring wells, mapping of invasive exotic vegetation, and identification and quantification of fish and macroinvertebrate species to assess wetland health and surface water quality within freshwater and estuarine wetland ecosystems.



### Utilities

Utilities play a fundamental part in our everyday lives, yet we take for granted the vast systems of water, irrigation and sewer lines that run beneath us, and the engineering it took to provide such consistent service. Our utilities market group is a highly motivated and energetic group of professionals dedicated to the water and wastewater industry. Our expertise has brought water to fire hydrants, homes, drinking fountains, and swimming pools throughout Florida and provided wastewater systems for entire communities.





## Landscape Architecture

It has been said, "You only get one chance to make a first impression." This adage expresses the primary reasons for developing beautiful landscapes and streetscapes along the main corridors and neighborhood entries within your community. The main portal into this existing residential neighborhood will set the stage for impressions of the community by residents and visitors. The character of this roadway should stand out and reflect that certain level of treatment and attention to detail that represents the lifestyle within the community. At the same time, it must emphasize a gracious welcoming into this neighborhood and the variety of amenities it provides.

Our guide for developing a beautiful landscape renovation design is our focus on complying with the Landscape Committee's goals and "Vision". For this community, the landscape renovation design could include:

- ▢ Utilizing "Florida Friendly" and native landscaping,
- ▢ Incorporating native and drought tolerant plantings,
- ▢ Minimizing landscape maintenance,
- ▢ Implementing sustainability with the elimination of standard irrigation practices,
- ▢ Compliance with sight visibility requirements,
- ▢ Proposed landscape enhancements that provide continuity with existing landscaping surrounding the project area.



Landscape Architecture Services for CDDs often include:

### Design Review for Building Guideline Compliance

- ▢ New construction
- ▢ Remodeling / Additions
- ▢ Color & material change recommendations & approvals

### Horticultural Maintenance

- ▢ Site walkthrough evaluation & report: Are you paying for too much maintenance? Occasional pruning vs. continual trimming
- ▢ Maintenance guide: Excessive trimming...it all looks the same! Fertilization for healthy plants, pest control recommendations

### Arboricultural & Coordination Services

- ▢ Tree trimming overview & recommendations. Trees can create ongoing concerns if left unattended... insurance implications!
- ▢ Coordinate work with Certified Arborists

### Design Upgrades to Maintain Property Values:

- ▢ Community "Branding" and Master Planning
- ▢ Refurbish declining plantings
- ▢ Site enhancements with sustainability techniques and Low Impact Development (LID) design
- ▢ Landscape modifications, revised plant palette suggestions for better curb appeal, less maintenance, reduced water consumption - sustainability/Florida Friendly/native
- ▢ Hardscape refurbishment: fences and buffers, pavements, signs, water features, pools and spas, recreation elements, image & identity, outdoor furniture, etc.
- ▢ Landscape lighting design/area lighting design
- ▢ Community "Branding" and Master Planning
- ▢ Site lighting design

### Irrigation

- ▢ Perform a wet check to evaluate proper design & operation
- ▢ Design modifications, upgrades & water use improvements
- ▢ Water source design and connections (well, potable or reclaim)

### Permitting & Compliance

- ▢ ADA Compliance Audits
- ▢ Tree removal permits
- ▢ Landscape & Irrigation Certification
- ▢ Local government permitting
- ▢ Landscape Construction Phase Services
- ▢ Plans Preparation
- ▢ Bidding Assistance
- ▢ Construction Observation & Reporting







### Geographic Information Systems (GIS)

Our team uses ESRI's ArcGIS technology to provide an array of interactive digital mapping, data management and spatial analysis and 3D modeling solutions. Tailored web-based applications can be developed for secured, client-only access or for public presentation of maps and support analysis of spatial data. Using GPS, conventional surveying and subsurface utility engineering, our team can provide GIS utility mapping, including asset management, inventories, systems analysis tools and real time system conditions and monitoring. We locate and identify the elements, attributes and condition of these networks and offer a true working model to our clients. We also offer the support, update, and maintenance of our GIS deliverables to ensure that our clients have the most up-to-date and accurate mapping resources available.

Johnson Engineering's GIS team has developed Mobile Mapping applications for iPhone and iPad devices, as well as for some Android and Blackberry mobile devices. These applications allow you to access and view your project specific data layers on your mobile device and see your current position relative to those layers with an aerial background using your device's GPS location information. Mobile maps are also viewable using standard desktop web browsers. Data layers vary from point based features to linear or polygon features. Our team currently employs this technology to assist field operations for environmental/species mapping, well locations and stormwater facilities.



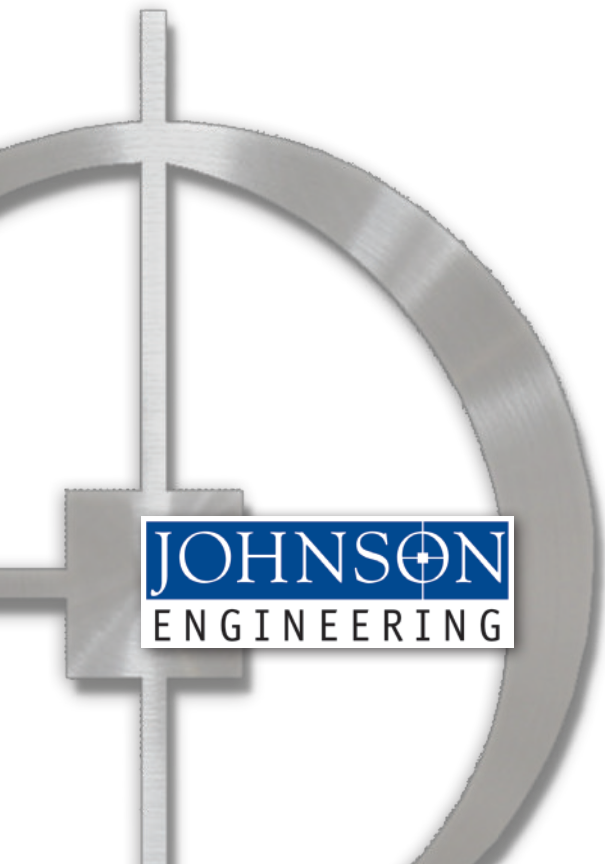
#### Mobile Mapping Application Benefits - ArcGIS Application - Uses

- ▮ Navigate to field features like wells, structures, monitoring stations, etc.
- ▮ Illustrate for clients, proposed conditions on site.
- ▮ Visualize multiple projects with aerial backgrounds.
- ▮ Locate and visualize existing/proposed underground facilities.
- ▮ Follow onsite drainage patterns and interaction with regional drainage features.
- ▮ Track and navigate to project assets and amenities
- ▮ Depict and navigate to Boundary Survey and Control monumentation.
- ▮ Overlay and visualize a variety of agency polygon coverages with your project limits like Land Use/Land Cover; Wetlands, Soils, Water Body IDs, FEMA Flood Lines, Zoning, Future Land Use, etc.



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## 3. Geographic Location





## OFFICE LOCATIONS

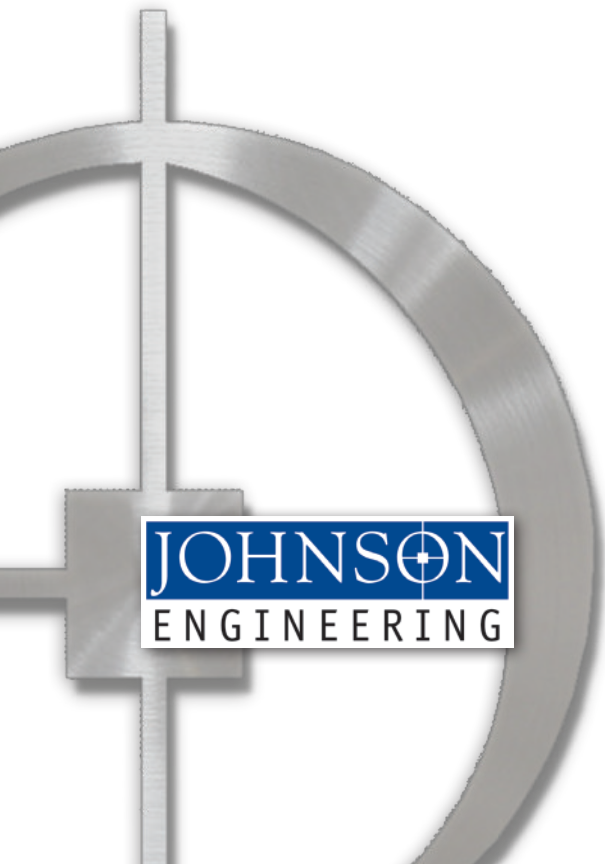
We have six offices located throughout Florida. Our Lutz office is located a short drive from Ventana CDD.





---

## 4. Willingness to Meet Time & Budget



**JOHNSON**  
ENGINEERING

**WILLINGNESS TO MEET TIME & BUDGET REQUIREMENTS**

As noted in our organizational chart, Phil Chang, PE, will be the District Engineer for this CDD if Johnson Engineering is selected. Phil has been working with CDDs in the Tampa Bay area for over a decade and has grown his CDD practice steadily from a single CDD to 19 CDDs over that time with several nearby including Spring Lake (aka Lucaya Lake Club), Oaks at Shady Creek, Riverbend West, Wynmere East and LaCollina to mention a few.

Support will also be provided by Alfredo Perez, PE, PSM, John Curtis, CSE, Jeff Nagle, RLA and Tremayne Whitfield.

Alfredo Perez has assisted Phil in resolving many challenging stormwater issues at several CDDs throughout the Tampa Bay area. John Curtis has helped many special districts navigate environmental issues and Jeff Nagle has assisted in landscape enhancements throughout Florida. Tremayne Whitfield has assisted Phil at many of the CDDs undertaking pond inspections, sidewalk assessments and construction observation whenever the need has arisen.

Additionally, we have a staff of over 120 to assist whenever needed.

The growth of Phil's CDD practice is a testament to his past performance as well as Johnson Engineering's. Many of the Districts are managed by the same management company as well as the same District Manager indicating a trust in our abilities to perform when needed.

Our longevity as District Engineer at the CDDs we work with also is an indication of our ability to perform. We have been providing our District Engineering Services to the following Districts for the number of years noted below:

- **Longleaf Community Development District - 15 years**
- **Suncoast Community Development District - 11 years**
- **Cory Lakes Community Development District - 8 years**
- **Forest Creek Community Development District - 8 years**
- **Terra Bella Community Development District - 8 years**
- **Watergrass I Community Development District - 8 years**

As you can see, we have an established track record of successfully providing district engineering services locally to multiple community development districts over the last decade and a half.

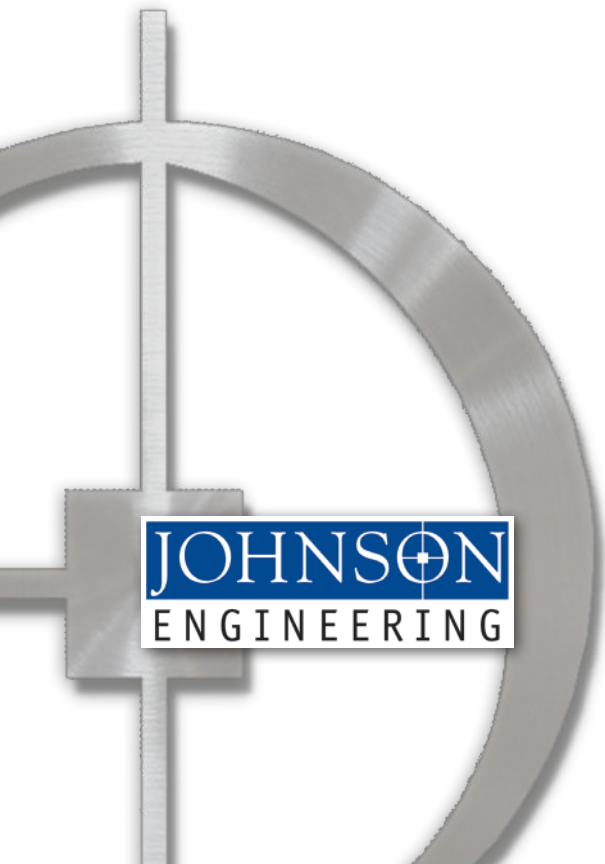


Ventana Community Development District  
 District Engineer  
 April 25, 2024



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## 5. Recent, Current and Projected Workloads

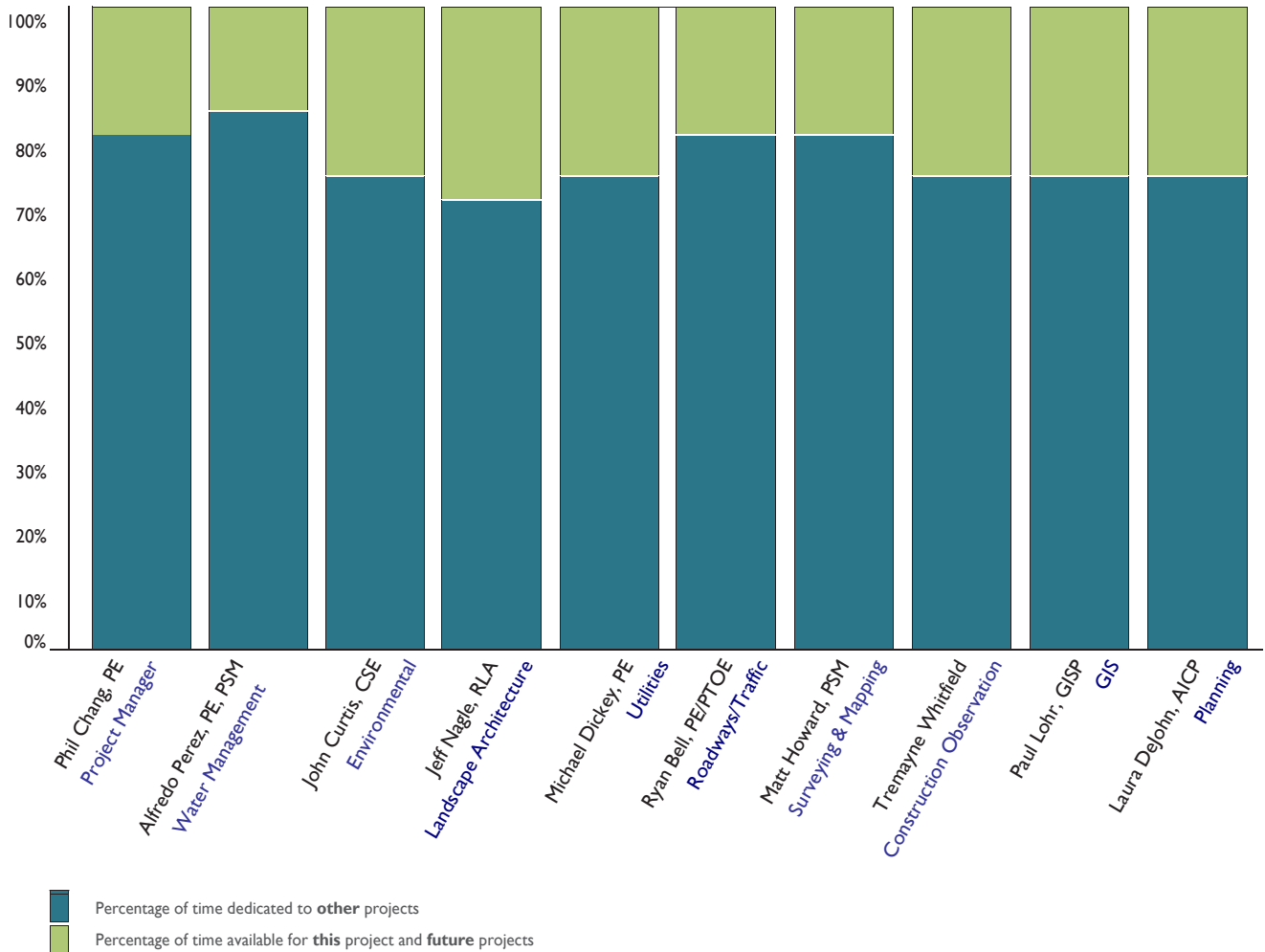




**CURRENT & PROJECTED WORKLOAD**

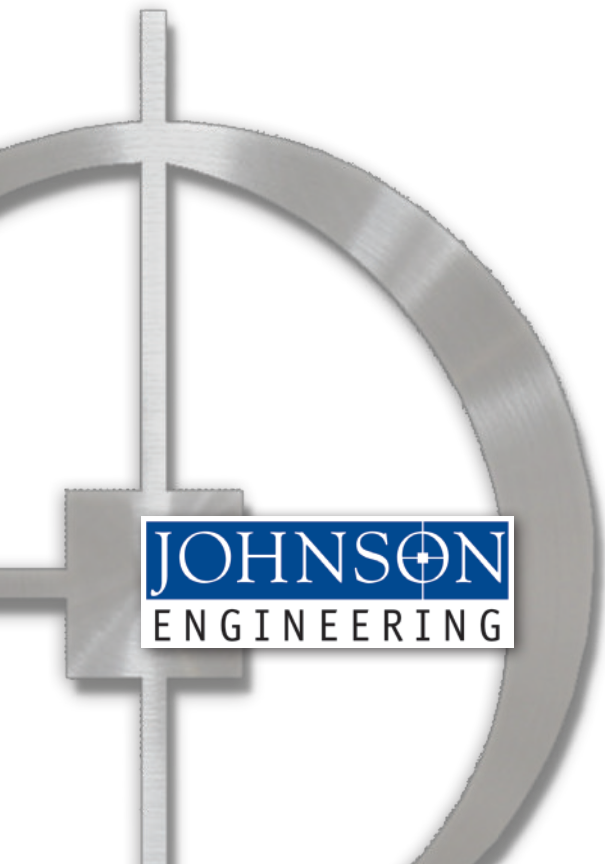
All key team members have sufficient availability and are excited to dedicate their efforts to help the CDD. With a company of over 120 experienced employees, we have the ability to accommodate your schedule.

**Current Percentage of Available Time of Key Personnel**



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## 6. Volume of Work Previously Awarded by District



## 6. VOLUME OF WORK PREVIOUSLY AWARDED BY DISTRICT

As previously noted, we have been working with Community Development Districts for more than 48 years throughout the State of Florida. We have provided services related to drainage, survey, environmental issues, transportation/roadway issues, utility design, landscape design and construction management.

Although we have extensive experience acting as District Engineer, we have not previously been awarded any work by the Ventana Community Development District. We have, however, successfully interacted with the District Manager and District Counsel in their capacity at other Districts.

If selected, we are ready to assist the Board to achieve its goals and to contribute to the efficient operation and maintenance of the District's infrastructure.



Ventana Community Development District  
District Engineer  
April 25, 2024





# **Sixth Order of Business**

# Ventana CDD

## EXHIBIT "D"

### WEEKLY MAINTENANCE WORKSHEET

- 1) Date of maintenance visit: 10 April 24
- 2) Supervisor: AARON, FRANKIE, FACUNDO, JUAREZ, JESUS, JASON, MIKE
- 3) Watering man-hours: 22
- 4) Listing of problems and locations:
  - a) Insect and plants: Ant mounds treated in small sports field with bifenthrin insecticide
  - b) Disease and plants: Turf weeds scheduled for week of 22 April
  - c) Nutrient problems and plants: Fertilizer scheduled for week of 22 April
  - d) Dry plants: along Symmes Road due to construction
  - e) Wet plants: none present
  - f) Amount of mulch applied: n/A
  - g) Amount of mulch needed or applied over designated amount: none
  - h) Dead plants removed: Flax, juniper, schilling's
  - i) Tree service work needed: Palm tree removals and palm pruning
  - j) Irrigation damage and repairs: Irrigation repairs are complete but there is a mainline break on Cone Grove
- 5) Extra work performed:
  - a) Number of men: \_\_\_\_\_
  - b) Their title(s): \_\_\_\_\_
  - c) Hours per man: \_\_\_\_\_
  - d) Description of work performed: N/A

#### General Notes:

Please list any items the Owner and/or Consultant needs to know of any extra work that is to be performed outside of the grounds maintenance contract scope. Also, give an estimate of time to perform the work:

Yellowstone is working on the revision for the entrances. Board approved a not to exceed \$50K. for landscape enhancements.





# Ventana CDD

**SITE AUDIT**

**Wednesday, 17 April 2024**

**Prepared For Ventana CDD Management**

**17 Issues Identified**

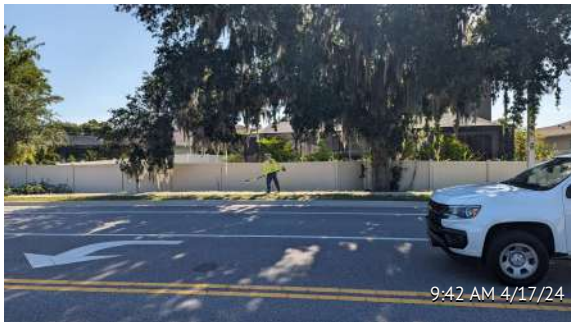




### **Come Grove Entrance Cleanup**

Assigned To Management

Crews trimmed the remaining grasses, lorapetalum, and viburnum during service.



### **Fence Line Cleanup**

Assigned To Management

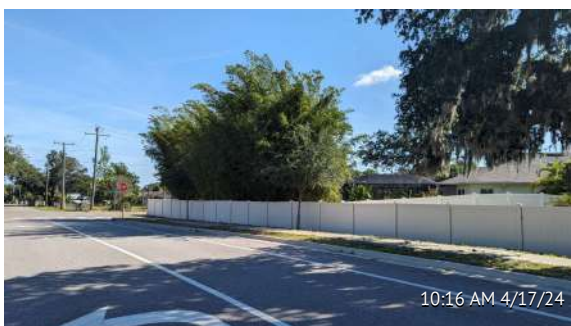
Crews trimmed and removed limbs and vines hanging over the white vinyl fence.



### **Tree Elevations Ventana Boulevard**

Assigned To Management

Crews lifted trees starting from The Cone Grove Entrance.



### **Post Fence Line Cleanup**

Assigned To Management

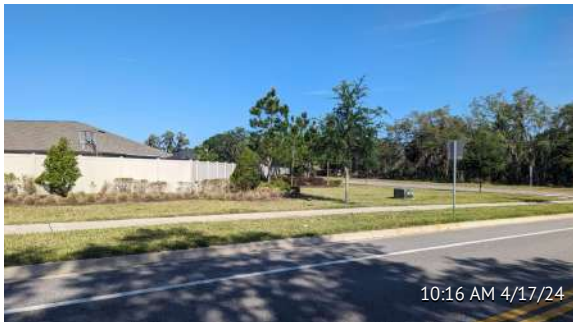
All limbs, vines and low hanging tree branches have been removed from the white vinyl fence.



### **Homeowners Tree Limbs**

Assigned To Management

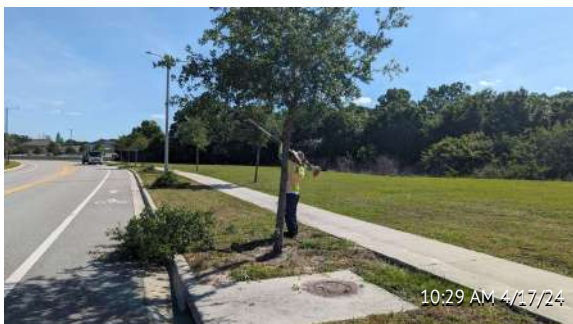
Crews trimmed the homeowners limbs and branches away from pedestrian traffic along the white vinyl fence.



### **Fountain Grasses**

Assigned To Management

Crews trimmed the remaining grasses during today's service.



### **Tree Trimming**

Assigned To Management

Crews trimmed several low hanging trees from pedestrian traffic along Ventana Groves Boulevard.



### **Storm Related Debris Removal**

Assigned To Management

Yellowstone Landscape removed several large branches and tree limbs from last week's storm.



### **Turf Weeds Treatment**

Assigned To Management

The horticulture team spot treated several areas of turf weeds along Ventana Groves Boulevard.



### **Tree Trimming Continued**

Assigned To Management

Crews lifted trees on both sides of Ventana Groves Boulevard from Symmes to Cone Grove.



### **Foot Traffic Clearance**

Assigned To Management

Crews lifted several low hanging trees away from pedestrian traffic.



### **Symmes Road Entrance**

Assigned To Management

Crews applied herbicide and cleaned landscape beds at The Symmes Entrance.

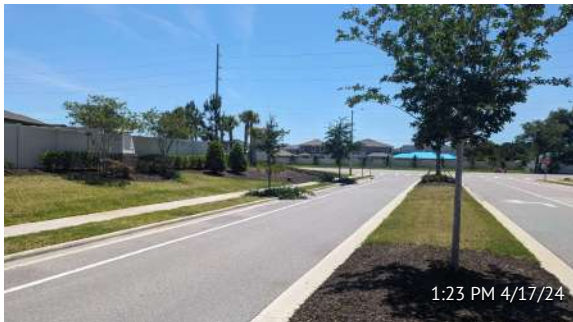




### **Soft Edging**

Assigned To Management

Crews soft edged the landscape beds along Ventana Groves Boulevard.



### **Center Median Tree Trimming**

Assigned To Management

Crews lifted trees in the center median allowing motorists a clear view of oncoming traffic.



### **Fern Hill Entrance**

Assigned To Management

Crews serviced the back entrance during today's service.



### **Irrigation Repairs**

Assigned To Management

The irrigation department completed the approved irrigation estimate at The Fern Hill Entrance.



**Pond Maintenance**

Assigned To Management

All ponds have been serviced at Ventana CDD.

A handwritten signature in black ink, appearing to read "Aaron Frazier".

Aaron Frazier

Yellowstone Landscape





# Enclave At Ventana

**SITE AUDIT**

**Wednesday, 17 April 2024**

**Prepared For Management**

**11 Issues Identified**





**Enclave At Ventana Entrance**

Assigned To Management

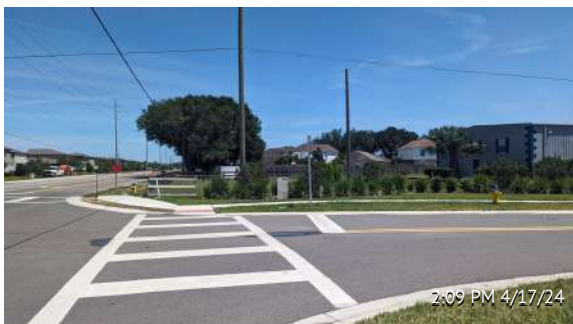
Crews removed weeds and applied herbicide to all landscape beds.



**Society Garlic In Bloom**

Assigned To Management

The society garlic has been fertilized and they are doing really well.



**Entrance Cleanup**

Assigned To Management

Crews removed storm debris and cleaned up the main during service.



**Turf Weeds Treatment**

Assigned To Management

The horticulture team applied herbicide and fertilizer to The Enclave at Ventana.



### **Landscape Bed Details**

Assigned To Management

Crews removed weeds, trimmed shrubs and grasses during today's service.



### **Soft Edging**

Assigned To Management

Crews soft edged, removed runners, and applied herbicide to the landscape beds along the vinyl fence.



### **Turf Color**

Assigned To Management

The st Augustine turf is showing improvement after several rounds of fertilizer and herbicide treatment.



### **Mail Kiosk Cleanup**

Assigned To Management

Crews removed weeds and applied herbicide to the landscape beds around the mail kiosk.



**Turf Weed Treatment**

Assigned To Management

The horticulture team applied herbicide and fertilizer to the st Augustine in the mail kiosk area. We will continue to monitor in the coming weeks.



**Boulevard Maintenance**

Assigned To Management

Crews spot sprayed the turf weeds in this area today.



**Site Cleanliness**

Assigned To Management

Crews trimmed, mowed, edged and removed to trash and storm debris from The Enclave at Ventana.

Aaron Frazier

Yellowstone Landscape



## **Seventh Order of Business**

**7A**

**7Ai**



ACCEPT

DECLINE

# Estimate

Date: Apr 3, 2024  
No. 553

www.american-powerwashing.com



**Presented To:**

Ventana Groves CDD  
Frank Franco  
11101 Ventana Groves Boulevard  
Riverview, FL 33578

Description	Qty	Each	Amount
<p><b>Vinyl Fence Cleaning</b></p> <p>Cleaning the CDD owned Vinyl Fence throughout the community as shown during the walkthrough.</p> <p>Soft wash cleaning to remove mold, mildew, &amp; algae.</p>	13850	\$0.32	\$4,501.25
<p><b>Small Monument Cleaning</b></p> <p>Cleaning the CDD owned monuments throughout the community as shown during the walkthrough.</p> <p>Soft wash cleaning to remove mold, mildew, &amp; algae.</p>	101	\$4.00	\$404.00
<p><b>Entrance Monument Cleaning</b></p> <p>Cleaning the CDD owned Entrance Monuments at the community entrances as shown during the walkthrough.</p> <p>Soft wash cleaning to remove mold, mildew, &amp; algae.</p>	4	\$100.00	\$400.00
<p><b>Additional Details:</b> \$1,900 Deposit required to have a hydrant meter installed for water access.</p> <p>American Power Washing will coordinate with the Water Dept to have a hydrant meter installed for a water source.</p> <p>Once the hydrant meter is installed, American Power Washing will begin the cleaning project.</p> <p>This will save water costs for the District, and allow the project to be completed quickly and efficiently.</p>			

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<b>Total</b>	\$5,305.25
<b>Deposit Due</b>	\$1,900.00

Thank you for allowing us the opportunity to present our service to you!

**7Aii**





**Jeremy Crawford**

Owner

813-333-3008

JaymanEnterprises@live.com

Ventana Groves CDD  
 C/O Inframark  
 2654 Cypress Ridge Blvd  
 Suite 101  
 Wesley Chapel, Fl. 33544

# Estimate

Date	Estimate #
4/10/2024	1016

			Project
Description	Qty	Rate	Total
Pressure wash all Entrance monuments and each individual Pillars throughout community as directed by onsite staff		5,500.00	5,500.00
Pressure wash Community vinyl fencing throughout community minus section on Symmes rd. East of the entrance as it is currently under construction. This can always be added at a later date if needed.		9,800.00	9,800.00
<p>Areas included are from the entrance off Symmes Rd down both sides of Ventana Groves Blvd. down to Cone Grove. Fencing to the East and west along Cone grove. Picking up at the perimeter boundary along Fern Hill down to Symmes and going East along Symmes back to the entrance. Note: Areas along Ventana Grove on the West side near the community center will be cleaned to the size of the fence changes to a 4 ft fence where the resident homes begin.</p> <p>Price includes all labor and materials</p>			
Client Signature		<b>Total</b>	\$15,300.00

**7Aiii**

ESTIMATE



**Prepared For**

Ventana Neighborhood  
Ventana Groves Blvd  
Riverview , Fl 33578  
(813) 440-7312

**Top Notch Services By: Leo**

10847 Sage Canyon Drive  
Riverview, Fl 33578  
Phone: (813) 481-5470  
Email: topnotchpressureservices@gmail.com  
Web: topnotchpressurese.wixsite.com/cleaning

Estimate # 2686  
Date 04/17/2024  
Business / Tax # 92-0248122

**Description**

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Entrance Monuments

All Main entrances monuments will be completely clean all the way around ensuring all organic growth and insects removed , also followed by cleaning (101) of the smaller monuments that are along the outer fence. \$1700

---

All Fence

Ventana installed fences along the border of the common areas and homes includes removing all organic growth and rinsing clean also rust stain removal as well will be removed. \$2350

---

Mail Room

Completely wash structure, remove all organic growth, beehives and mildew. FREE

---

<b>Subtotal</b>	\$4,050.00
<b>Total</b>	<b>\$4,050.00</b>

**Notes:**

We appreciate you contacting us, we're looking forward on working with you to take care of your needs please feel free to contact us if questions.

Top Notch Services By: Leo



By signing this document, the customer agrees to the services and conditions outlined in this document.

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Ventana Neighborhood

**7B**

# Yellowstone Landscape | TAMPA



30319 Commerce Drive, San Antonio, FL 33576 - 813.223.6999

## Property

Ventana CDD  
11101 Ventana Groves Blvd  
Riverview, FL 33578

## Inspection

**Date:** 3/25/2024  
**Inspector:** Jason Mixell

## Estimate Summary

**Labor:** 24 hours, 21 minutes - \$1,826.25  
**Materials:** \$981.40

---

**Total:** \$2,807.65  
(plus applicable taxes)

## Service Summary

Service	Quantity	Cost
Repair Drip Line	23	\$460.00
Repair Lateral Line	12	\$795.00
Replace Sprinkler Head	8	\$192.65
Replace Valve	2	\$655.00
Troubleshoot Valve	5	\$705.00
<b>Total (plus applicable taxes):</b>		<b>\$2,807.65</b>

*Jayna Cooper*

Signature

04/08/2024

Date

# Service Detail

Controller 1 ,73 zones > Zone 1 Bubblers					
Asset	Service	Notes	Labor	Materials	Total
Lateral Line 1	<u>Repair</u>	Part: Line Line Length (ft.): 0 Line Size: 1/2"  Hours: 0.5  broken flex pipe for bubbler	\$37.50	\$10.00	\$47.50
Lateral Line 2	<u>Repair</u>	Part: Line Line Length (ft.): 0 Line Size: 1/2"  Hours: 0.5  broken flex pipe for bubbler	\$37.50	\$10.00	\$47.50

Controller 1 ,73 zones > Zone 7 Bubblers					
Asset	Service	Notes	Labor	Materials	Total
Lateral Line 2	<u>Repair</u>	Part: Line Line Length (ft.): 0 Line Size: 1/2"  Hours: 0.5  broken flex pipe for bubbler	\$37.50	\$10.00	\$47.50

Controller 1 ,73 zones > Zone 8 Spray					
Asset	Service	Notes	Labor	Materials	Total
Sprinkler Head 2	<u>Replace</u>	Part: Nozzle  Hours: 0.15  clogged nozzle	\$11.25	\$2.23	\$13.48

Controller 1 ,73 zones > Zone 14 Spray					
Asset	Service	Notes	Labor	Materials	Total
Sprinkler Head 3	<u>Replace</u>	Part: Nozzle  Hours: 0.15  clogged nozzle	\$11.25	\$2.23	\$13.48
Sprinkler Head 4	<u>Replace</u>	Part: Nozzle  Hours: 0.15  clogged nozzle	\$11.25	\$2.23	\$13.48

Controller 1 ,73 zones > Zone 17 spray					
Asset	Service	Notes	Labor	Materials	Total
Sprinkler Head 3	<u>Replace</u>	Part: Nozzle  Hours: 0.15  clogged nozzle	\$11.25	\$2.23	\$13.48



Controller 1 ,73 zones > Zone 23 Bubblers

Asset	Service	Notes	Labor	Materials	Total
Lateral Line 1	<u>Repair</u>	Part: Line Line Length (ft.): 0 Line Size: 1/2"  Hours: 2  broken flex for bubbler	\$150.00	\$10.00	\$160.00

Controller 1 ,73 zones > Zone 25 Drip

Asset	Service	Notes	Labor	Materials	Total
Drip Line 3	<u>Repair</u>	Drip Line Length (ft.): 0 Drip Line Size: 1/2"  Hours: 0,2  broken feeder tee for drip	\$15.00	\$5.00	\$20.00

Controller 1 ,73 zones > Zone 29 Spray

Asset	Service	Notes	Labor	Materials	Total
Sprinkler Head 2	<u>Replace</u>	Part: Head & Nozzle Head Type: Spray Head Size: 6" Line Length (ft.): 0  Hours: 0.25  broken 6" pop up	\$18.75	\$16.75	\$35.50
Sprinkler Head 3	<u>Replace</u>	Part: Head & Nozzle Head Type: Spray Head Size: 6" Line Length (ft.): 0  Hours: 0.25  broken 6" pop up	\$18.75	\$16.75	\$35.50

Controller 1 ,73 zones > Zone 30 Drip

Asset	Service	Notes	Labor	Materials	Total
Drip Line 10	<u>Repair</u>	Drip Line Length (ft.): 0 Drip Line Size: 1/2"  Hours: 0.2  broken feeder tee for drip	\$15.00	\$5.00	\$20.00

Controller 1 ,73 zones > Zone 34 Bubblers

Asset	Service	Notes	Labor	Materials	Total
Lateral Line 2	<u>Repair</u>	Part: Line Line Length (ft.): 0 Line Size: 1/2"  Hours: 0,5  broken flex pipe for bubbler	\$37.50	\$10.00	\$47.50

Controller 1 ,73 zones > Zone 37 Drip

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Asset	Service	Notes	Labor	Materials	Total
Drip Line 5	<u>Repair</u>	Drip Line Length (ft.): 0 Drip Line Size: 1/2"  Hours: 0.2  broken drip	\$15.00	\$5.00	\$20.00
Drip Line 6	<u>Repair</u>	Drip Line Length (ft.): 0 Drip Line Size: 1/2"  Hours: 0.2  broken feeder tee for drip	\$15.00	\$5.00	\$20.00

Controller 1 ,73 zones > Zone 40 Bubblers

Asset	Service	Notes	Labor	Materials	Total
Lateral Line 1	<u>Repair</u>	Part: Line Line Length (ft.): 0 Line Size: 1/2"  Hours: 0.5  broken flex pipe for bubbler	\$37.50	\$10.00	\$47.50

Controller 1 ,73 zones > Zone 44 bubblers

Asset	Service	Notes	Labor	Materials	Total
Lateral Line 3	<u>Repair</u>	Part: Line Line Length (ft.): 0 Line Size: 1/2"  Hours: 0.5  broken flex pipe for bubbler	\$37.50	\$10.00	\$47.50
Lateral Line 4	<u>Repair</u>	Part: Line Line Length (ft.): 0 Line Size: 1/2"  Hours: 0.5  broken flex pipe for bubbler	\$37.50	\$10.00	\$47.50

Controller 1 ,73 zones > Zone 47 sprays

Asset	Service	Notes	Labor	Materials	Total
Valve 2	<u>Troubleshoot</u>	Hours: 1  bad solenoid or decoder need to troubleshoot	\$75.00	\$165.00	\$240.00

Controller 1 ,73 zones > Zone 55 sprays

Asset	Service	Notes	Labor	Materials	Total
Valve 1	<u>Troubleshoot</u>	Hours: 1  bad solenoid or decoder	\$75.00	\$165.00	\$240.00

Controller 2 , 48 zones > Zone 1 Drip

Asset	Service	Notes	Labor	Materials	Total
Drip Line 10	<u>Repair</u>	Drip Line Length (ft.): 0 Drip Line Size: 1/2"  Hours: 0.2  broken drip	\$15.00	\$5.00	\$20.00

Controller 2 , 48 zones > Zone 2 annuals

Asset	Service	Notes	Labor	Materials	Total
Lateral Line 1	<u>Repair</u>	Part: Line Line Length (ft.): 0 Line Size: 1/2"  Hours: 0,5  broken street elbow	\$37.50	\$10.00	\$47.50

Controller 2 , 48 zones > Zone 3 drip

Asset	Service	Notes	Labor	Materials	Total
Drip Line 6	<u>Repair</u>	Drip Line Length (ft.): 0 Drip Line Size: 1/2"  Hours: 0.2  cut drip	\$15.00	\$5.00	\$20.00
Drip Line 7	<u>Repair</u>	Drip Line Length (ft.): 0 Drip Line Size: 1/2"  Hours: 0.2  broken feeder tee	\$15.00	\$5.00	\$20.00
Drip Line 8	<u>Repair</u>	Drip Line Length (ft.): 0 Drip Line Size: 1/2"  Hours: 0.2  broken feeder tee	\$15.00	\$5.00	\$20.00
Lateral Line 1	<u>Repair</u>	Part: Line Line Length (ft.): 0 Line Size: 3/4"  Hours: 0.5  broken lateral linear	\$37.50	\$10.00	\$47.50

Controller 2 , 48 zones > Zone 5 sprays

Asset	Service	Notes	Labor	Materials	Total
Lateral Line 2	<u>Repair</u>	Part: Line Line Length (ft.): 0 Line Size: 1"  Hours: 2  broken lateral line	\$150.00	\$10.00	\$160.00

Controller 2 , 48 zones > Zone 6 drip

Asset	Service	Notes	Labor	Materials	Total
Drip Line 17	<u>Repair</u>	Drip Line Length (ft.): 0 Drip Line Size: 1/2"  Hours: 0.2 cut drip	\$15.00	\$5.00	\$20.00
Drip Line 18	<u>Repair</u>	Drip Line Length (ft.): 0 Drip Line Size: 1/2"  Hours: 0.2 cut drip	\$15.00	\$5.00	\$20.00
Drip Line 19	<u>Repair</u>	Drip Line Length (ft.): 0 Drip Line Size: 1/2"  Hours: 0.2 cut drip	\$15.00	\$5.00	\$20.00
Drip Line 20	<u>Repair</u>	Drip Line Length (ft.): 0 Drip Line Size: 1/2"  Hours: 0.2 cut drip	\$15.00	\$5.00	\$20.00

Controller 2 , 48 zones > Zone 9 drip					
Asset	Service	Notes	Labor	Materials	Total
Drip Line 4	<u>Repair</u>	Drip Line Length (ft.): 0 Drip Line Size: 1/2"  Hours: 0.2 cut drip	\$15.00	\$5.00	\$20.00
Drip Line 5	<u>Repair</u>	Drip Line Length (ft.): 0 Drip Line Size: 1/2"  Hours: 0.2 broken feeder tee	\$15.00	\$5.00	\$20.00

Controller 2 , 48 zones > Zone 12 drip					
Asset	Service	Notes	Labor	Materials	Total
Drip Line 6	<u>Repair</u>	Drip Line Length (ft.): 0 Drip Line Size: 1/2"  Hours: 0.2 cut drip	\$15.00	\$5.00	\$20.00
Drip Line 7	<u>Repair</u>	Drip Line Length (ft.): 0 Drip Line Size: 1/2"  Hours: 0.2 cut drip	\$15.00	\$5.00	\$20.00
Drip Line 8	<u>Repair</u>	Drip Line Length (ft.): 0 Drip Line Size: 1/2"  Hours: 0.2 cut drip	\$15.00	\$5.00	\$20.00

Controller 2 , 48 zones > Zone 13 bubblers					
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Asset	Service	Notes	Labor	Materials	Total
Lateral Line 2	<u>Repair</u>	Part: Line Line Length (ft.): 0 Line Size: 1/2"  Hours: 0.5  broken flex pipe for bubbler	\$37.50	\$10.00	\$47.50

Controller 2 , 48 zones > Zone 14 drip					
Asset	Service	Notes	Labor	Materials	Total
Valve 4	<u>Replace</u>	Valve Size: 1 1/2"  Hours: 2  hunter 6 bolts needs replaced and a new valve box cover	\$150.00	\$150.00	\$300.00

Controller 2 , 48 zones > Zone 17 sprays					
Asset	Service	Notes	Labor	Materials	Total
Sprinkler Head 1	<u>Replace</u>	Part: Nozzle  Hours: 0.15  clogged mpr nozzle	\$11.25	\$2.23	\$13.48

Controller 2 , 48 zones > Zone 19 sprays					
Asset	Service	Notes	Labor	Materials	Total
Sprinkler Head 5	<u>Replace</u>	Part: Head & Nozzle Head Type: Spray Head Size: 6" Line Length (ft.): 0  Hours: 0.5  broken 6" pop up	\$37.50	\$16.75	\$54.25

Controller 2 , 48 zones > Zone 21 drip					
Asset	Service	Notes	Labor	Materials	Total
Drip Line 3	<u>Repair</u>	Drip Line Length (ft.): 0 Drip Line Size: 1/2"  Hours: 0.2  cut drip	\$15.00	\$5.00	\$20.00

Controller 2 , 48 zones > Zone 30 drip					
Asset	Service	Notes	Labor	Materials	Total
Drip Line 2	<u>Repair</u>	Drip Line Length (ft.): 0 Drip Line Size: 1/2"  Hours: 0.2  cut drip	\$15.00	\$5.00	\$20.00

Asset	Service	Notes	Labor	Materials	Total
Valve 2	<u>Replace</u>	Valve Size: 2" Hours: 2 hunter 2" drip kit valve needs replaced is stuck on	\$150.00	\$205.00	\$355.00

Controller 2 , 48 zones > Zone 31 drip

Asset	Service	Notes	Labor	Materials	Total
Drip Line 4	<u>Repair</u>	Drip Line Length (ft.): 0 Drip Line Size: 1/2" Hours: 0.2 cut drip	\$15.00	\$5.00	\$20.00

Controller 2 , 48 zones > Zone 34 drip

Asset	Service	Notes	Labor	Materials	Total
Drip Line 6	<u>Repair</u>	Drip Line Length (ft.): 0 Drip Line Size: 1/2" Hours: 0.2 cut drip	\$15.00	\$5.00	\$20.00

Controller 2 , 48 zones > Zone 37 drip

Asset	Service	Notes	Labor	Materials	Total
Drip Line 5	<u>Repair</u>	Drip Line Length (ft.): 0 Drip Line Size: 1/2" Hours: 0.2 cut drip	\$15.00	\$5.00	\$20.00
Drip Line 6	<u>Repair</u>	Drip Line Length (ft.): 0 Drip Line Size: 1/2" Hours: 0.2 cut drip	\$15.00	\$5.00	\$20.00

Controller Enclave at Ventanna > Zone 9 Spray

Asset	Service	Notes	Labor	Materials	Total
Valve 4	<u>Troubleshoot</u>	Hours: 1 doesn't turn on from controller need to troubleshoot	\$75.00	\$0.00	\$75.00

Controller Enclave at Ventanna > Zone 10 Rotors

Asset	Service	Notes	Labor	Materials	Total
Valve 4	<u>Troubleshoot</u>	Hours: 1 need to troubleshoot	\$75.00	\$0.00	\$75.00

Controller Enclave at Ventanna > Zone 11 Spray

Asset	Service	Notes	Labor	Materials	Total
Valve 4	<u>Troubleshoot</u>	Hours: 1 need to troubleshoot	\$75.00	\$0.00	\$75.00



# **Eighth Order of Business**



**8A**

April 30, 2024

Rec'd  
MAY 02, 24

**PERSONAL & CONFIDENTIAL**

Ventana Community Development District  
c/o Inframark  
2005 Pan Am Circle, Suite 300  
Tampa, FL 33607  
Attn: Jayna Cooper

RE: Engagement – Ventana Community Development District  
Our File No.: Pending

Dear Ms. Cooper:

Thank you for choosing Trenam to represent Ventana Community Development District (“Ventana CDD” or “Community”) in connection with its potential dispute with original developers / contractors of the Community flowing from potential construction defects resulting in erosion-related damages.

This letter confirms our engagement as counsel and provides you certain information concerning our fees, billing and collection policies, and other terms that will govern this engagement.

We will charge you for professional services rendered and for related services and expenses incurred in connection with our representation.

Our charges for professional services rendered are determined based on the number of hours worked by attorneys and legal assistants multiplied by their respective hourly rates. My current hourly rate is \$565.00, but I have agreed to discount my hourly rate to \$495.00 for this matter. To the extent we involve other attorneys and legal assistants in this representation, their time will be charged at their then-current hourly rates. Our hourly rates change from time to time and are typically adjusted on July 1st of each year, although adjustments may occur at other times.

In addition to charges for professional services rendered, we bill for related services and expenses, including travel and lodging expenses and document delivery expenses in excess of first class mail rates. We typically do not bill for computerized research, faxes or routine copies and scans of documents. We do bill for specialized computer research and large copy or scan projects, and of course we pass through any direct expenses, including those incurred for outsourced copying or other document-related services.

**TAMPA**  
Tel: 813.223.7474  
Fax: 813.229.6553  
101 E. KENNEDY BOULEVARD  
SUITE 2700  
TAMPA, FL 33602

[WWW.TRENAM.COM](http://WWW.TRENAM.COM)

**ST. PETERSBURG**  
Tel: 727.896.7171  
Fax: 727.820.0835  
200 CENTRAL AVENUE  
SUITE 1600  
ST. PETERSBURG, FL 33701



As is our practice and as we discussed, we need to receive an initial retainer to proceed with our work. Please send us \$5,000.00 as a retainer. We will then bill you on a monthly basis as the work progresses. Electronic payment options are available at [www.trenam.com](http://www.trenam.com) on the Client Portal, please see our terms of engagement for more information. An additional retainer will be required 60 days prior to any trial setting date.

Subject to the receipt of the retainer, our representation will be considered to have begun on April 4, 2024, and is terminable at will by either of us, subject of course to your obligation to pay all fees for services performed and all costs and service fees accrued through the date of termination.

All files pertaining to this engagement may be created and retained in electronic format only. Additional comprehensive standard terms and conditions of engagement for our firm are attached to this letter for your reference. These terms and conditions will apply to any future engagements as well, and may be modified from time to time.

Beginning on January 1, 2024, the Corporate Transparency Act (CTA) requires many entities formed or registered in the United States to report information to the U.S. Department of Treasury's Financial Crimes Enforcement Network (FinCEN). For each reporting company, this includes detailed information about the company, its beneficial owners, and for newly formed entities, individuals involved in the formation of the company. Any changes to much of this information must be reported to FinCEN within a very short (30-day) time frame, and there may be both civil and criminal penalties for failing to comply with the CTA. Compliance with the CTA is the responsibility of the reporting companies, and our engagement does not include legal advice relating to any potential CTA reporting obligations, beneficial ownership analysis, or other assistance relating to the CTA *absent a further express written agreement*. For the avoidance of doubt, even if our engagement includes assistance in connection with (i) forming, registering, licensing, or otherwise qualifying a new legal entity, or (ii) a transaction that may trigger a reporting obligation, we will not be advising in connection with the CTA or any other similar state or local reporting obligations *absent an express written agreement to the contrary that sets forth the specific parameters of our assistance*. In no event shall we have any obligation to notify you or monitor for changes that may require updates or amendments to your CTA reports even if we become aware of them.

If the terms described above and in the attached Terms of Engagement are satisfactory to you, please so indicate by signing the enclosed copy of this letter, and returning the signed copy by email and by mail.

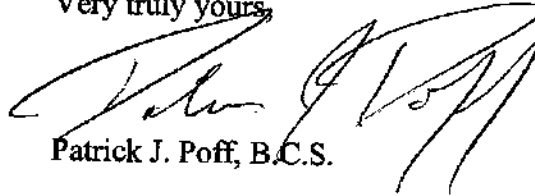




Please call us if you have any questions.

We realize letters concerning these types of matters sometimes may seem too formal. Let me emphasize, however, that we are pleased that you have entrusted us to handle this important matter for you.

Very truly yours,

  
Patrick J. Poff, B.C.S.

PJP/jy  
Enclosure

VENTANA COMMUNITY DEVELOPMENT DISTRICT

Approved and accepted this \_\_\_\_ day of \_\_\_\_\_, 2024

\_\_\_\_\_

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

Its: \_\_\_\_\_





## TERMS OF ENGAGEMENT

We appreciate your decision to retain Trenam, Kemker, Scharf, Barkin, Frye, O'Neill & Mullis, P.A., doing business as Trenam Law, as your legal counsel. Our engagement is limited to the matter identified in the letter accompanying these Terms of Engagement. The following summarizes our billing practices and certain other terms that will apply to our engagement.

**Monthly Statements.** We will keep careful track of our time and expenses in representing you. We will make every effort to submit monthly statements for services rendered and charges incurred. Our statements are due in full when rendered. Upon termination of our services to you, we will provide you with our final statement for unbilled services and charges.

In instances in which we represent more than one person with respect to a matter, each person we represent is jointly and severally liable for our fees with respect to the representation.

**Fee Arrangements.** When establishing fees for the services we render, we are primarily guided by the time and labor required, although we also consider other appropriate factors, such as: the novelty and difficulty of the legal issues involved; the legal skill required to perform the particular assignment; time-saving use of resources (including research, analysis, data and documentation) that we have previously developed and stored electronically or otherwise in quickly retrievable form; the fee customarily charged by comparable firms for similar legal services; the amount of money involved or at risk and the results obtained; and the time constraints imposed either by you or by the circumstances.

**Hourly Rates.** In determining a reasonable fee for the time and labor required for a particular matter, we consider the ability, experience and reputation of the lawyer(s), legal assistant(s) and/or clerk(s) in our firm who perform the services. We internally assign to each lawyer, legal assistant and clerk an hourly rate based on these factors. When selecting lawyers, legal assistants and clerks to perform services for a client, we generally seek to assign lawyers, legal assistants and clerks having the lowest hourly rates consistent with the skills, time demands and other factors influencing the professional responsibility required for each matter. Of course, our internal allocation of values for lawyer, legal assistant and clerk time changes periodically to account for increases in our cost of delivering legal service, other economic factors, and the augmentation of the particular ability, experience and reputation of the lawyer, legal assistant or clerk. Any such changes in hourly rates take effect on the first day of the month in which the change is determined or implemented. Typically, firm wide adjustments are made in late June or early July of each year, effective as of July 1st of that year, although adjustments may occur at other times during the year when appropriate. We record and bill our time in one-tenth of one-hour (six minute) increments.

**Services For Which We Will Charge You.** To avoid any misunderstanding as to the nature of services rendered on your behalf for which we will make an hourly charge, please note that these include all conference time with you and other parties as we may deem appropriate; legal research and analysis; telephone conferences and other forms of communication arising in connection with



the matter; review of legal and business documents; conference time between attorneys within our office, as we may deem appropriate; and travel time, if necessary.

**Expenses and Charges.** In addition to legal fees, our statements may include out-of-pocket expenses that we have advanced on your behalf and internal charges for certain support activities. Advanced costs generally will include such items as travel expenses, postage for large mailings, document delivery charges in excess of first-class mail rates, and filing, recording, certification, and registration fees charged by governmental bodies. Our internal charges typically include items such as overnight courier services, charges for specialized computer research, data storage charges, and complex document production, and charges for impressions for large copying or scanning projects. E-discovery data housed in the outsourced DISCO e-discovery platform is charged at \$26 per Gigabyte per month. Rates for this service are reviewed annually and adjusted accordingly, based on charges from our vendor. Our internal rates for productions and impressions are available upon request. We typically do not charge you for standard computerized research, faxes or routine copies and scans of documents. We may request an advance costs deposit (in addition to any advance retainer for fees) when we expect that we will be required to incur substantial costs on your behalf.

During the course of our representation, it may be appropriate or necessary to hire third parties to provide services on your behalf. These service providers may include, for example, consulting or testifying experts, investigators, providers of computerized litigation support and court reporters. Because of the legal "work product" protection afforded to services that an attorney requests from third parties, in certain situations our firm may assume responsibility for retaining the appropriate service providers. Even if we do so, however, you will be responsible for paying all fees and expenses directly to the service providers or reimbursing us for these costs, as we may determine.

**Retainer.** The firm may require a retainer in an amount appropriate to the proposed representation. Generally, the retainer will be applied to each monthly statement as it is rendered, and you will be required to replenish the retainer to its previous level promptly following your receipt of the statement reflecting the application of such retainer. We reserve the right to require an increase in the retainer should we determine that circumstances relating to the representation or an unreasonable delay in paying our statements make such an increase appropriate.

**Trust Deposits.** Retainers received or trust funds sent to us for later use as you may direct are deposited into local financial institutions and are insured to the extent provided by applicable law. Should you have any special requests as to the deposit of funds to be held in trust, including depositing such funds in separate accounts so as to increase the amount of insurance available, please contact us in advance of sending funds to be held in trust and we will discuss appropriate alternatives at that time.

**Billing Inquiries.** We invite you to freely discuss with us any questions that you have concerning fees and costs charged for any matter. We want you to be satisfied with both the quality of our services and the reasonableness of the fees and other charges in connection with those services.

**Billing Formats.** We will attempt to provide as much billing information as you require and in such customary form as you may desire, and we are willing to discuss any of the various billing formats we have available to select the one that best suits your needs.

We will clearly and carefully explain your billing statements, and we encourage you to contact us if you have any questions. We generally summarize our time worked on your matter on any given day; if you require greater specificity, or if you have an objection to any items on your invoice, please notify us no later than 30 days after the receipt of your invoice.

**Payment Options:** We accept checks, ACH, eChecks and credit cards for account payments. Information on payments by eCheck and payments by credit card may be found on the Client Portal at [www.Trenam.com](http://www.Trenam.com). Payments by credit card are subject to a processing fee equal to the lowest rate we are currently paying for merchant exchange charges. The rates may be adjusted from time to time. If you elect to have our invoices paid by an entity or individual on your behalf, using a credit card issued to anyone other than you, our client, we reserve the right to request confirmation of authorization from that entity or individual.

**Failure to Pay Our Statements.** If you fail to pay our statements within a reasonable time after they are rendered, we reserve the right to discontinue services until our account is brought current or to withdraw from this matter, in which event, and notwithstanding such discontinuance or withdrawal, we will be entitled to compensation for our time spent and our charges and disbursements through the date of such discontinuance or withdrawal. Additionally, if our statement has not been paid within thirty (30) days from the date of the statement, we can impose an interest charge of one and one quarter percent (1.25%) per month (a fifteen percent (15%) annual percentage rate) from the thirty-first (31st) day after the date of the statement until it is paid in full. Interest charges apply to specific monthly statements on an individual statement basis. Any payments made on past due statements are applied first to the oldest outstanding statement. We are entitled to attorneys' fees and costs if collection activities are necessary.

We reserve all rights and remedies in the event of non-payment or delinquent payment, including filing and pursuing a charging lien as needed to recover delinquent amounts owed to us. Should we file a charging lien we will seek to recover delinquent amounts owed from any recovery/sums obtained by you resulting from our representation of you. No forbearance by us from asserting any such right or remedy shall be construed under any circumstances as a waiver of our right to insist upon complete payment at any future time. Notwithstanding that Trenam has drafted the Standard terms of engagement, and that the parties may modify performance terms to accommodate you in the future, you understand that we will continue to rely upon these terms in representing you prospectively.

**Discharge and Withdrawal.** You may at any time discharge us. In the event of discharge, however, it is understood and agreed that we will be entitled to compensation for services rendered and charges incurred through the date of discharge.

Just as you have the right to terminate us at any time, we also reserve the right to withdraw from your representation at any time that we feel we cannot in good faith proceed with the representation, or if we believe that an unresolvable conflict has developed, or if we are not

comfortable with decisions you make relative to following our advice. In the event of such a withdrawal, however, it is understood and agreed that we will be entitled to compensation for services rendered and charges incurred through the date of withdrawal.

Absent an agreement to the contrary, specifically as evidenced through a subsequent engagement letter or via e-mail or other written correspondence agreed to by both you and us, our engagement is not ongoing and upon completion of our work related to the representation undertaken on your behalf, our file will be deemed closed and the Firm will deem our representation of you complete.

**General Nature of Our Services.** We will provide services of a strictly legal nature of the kind generally described in the engagement letter that accompanies this attachment, or in our written confirmation of our having been engaged on additional projects as those matters arise. You will provide us with such factual information and materials as we require to perform the services identified in the engagement letter, and you will make business or technical decisions as are appropriate. It is understood that you are not relying on us for business, investment or accounting decisions or to investigate the character or credit of persons with whom you may be dealing, unless otherwise specified in the accompanying engagement letter. We will keep you advised of developments as necessary to perform our services and will consult with you as necessary to ensure the timely, effective, and efficient completion of our work.

**Corporate Transparency Act.** Beginning on January 1, 2024, the Corporate Transparency Act (CTA) requires many entities formed or registered in the United States to report information to the U.S. Department of Treasury's Financial Crimes Enforcement Network (FinCEN). For each reporting company, this includes detailed information about the company, its beneficial owners, and for newly formed entities, individuals involved in the formation of the company. Any changes to much of this information must be reported to FinCEN within a very short (30-day) time frame, and there may be both civil and criminal penalties for failing to comply with the CTA. Compliance with the CTA is the responsibility of the reporting companies, and our engagement does not include legal advice relating to any potential CTA reporting obligations, beneficial ownership analysis, or other assistance relating to the CTA *absent a further express written agreement*. For the avoidance of doubt, even if our engagement includes assistance in connection with (i) forming, registering, licensing, or otherwise qualifying a new legal entity, or (ii) a transaction that may trigger a reporting obligation, we will not be advising in connection with the CTA or any other similar state or local reporting obligations *absent an express written agreement to the contrary that sets forth the specific parameters of our assistance*. In no event shall we have any obligation to notify you or monitor for changes that may require updates or amendments to your CTA reports even if we become aware of them.

**Confidential Communications.** As a matter of professional responsibility, we are required to preserve the confidences and secrets of our clients. This professional obligation and the legal privilege for attorney-client communications exist to encourage candid and complete communication between a client and a lawyer. We can perform truly beneficial services for a client only if we are aware of all information that might be relevant to our representation. Consequently, we trust that our attorney-client relationship with you will be based on mutual confidence and unrestrained communication that will facilitate our proper representation of you.

**Security of Communications.** Like most businesses, the firm communicates primarily via unencrypted e-mail, phone, and, secondarily, by U.S. Mail or overnight service. We also use online collaboration platforms, FTP, Wi Fi, video conferencing, web conferencing, cloud storage, encrypted e-mail, and other physical and/or Internet-based third-party vendors and services for communications and related data storage (unless you request otherwise). Internally, we use instant messaging and text messaging. There is always some risk of disclosure, hacking, intrusion, and loss of attorney-client privilege when using these forms of communication because of issues inherent to the internet communications, storage, and third-party vendors. No guarantee can be made regarding the interception of data sent or stored on the internet or with third parties. You agree to advise us in writing, in advance, if the nature of any communication or storage require a higher degree of security.

Many companies have policies regarding electronic or other written communications pursuant to which any communication sent on a company's e-mail system or through its mail room may be subject to review by company officials. If you are communicating to us through a system that may be accessed by others who we are not representing, the confidentiality or privileged nature of such communications may be lost. Thus, we recommend that any communication to us that is intended to remain confidential be sent only through systems that others do not have the right to access in the ordinary course of business, utilizing separate e-mail accounts or such other methods of communication that you believe are secure.

**Representations of Entities.** You should be aware that, in instances in which we represent a corporation or similar legal entity, our client relationship is with the entity and not with its individual executives, shareholders, directors, partners or persons in similar positions. In those cases, our professional responsibilities are owed to the entity. Of course, we can also represent individual executives, shareholders, partners and other persons related to the entity in matters that do not conflict with the interests of the entity.

**Representing Other Clients and Dealing With Conflicts of Interest.** Because we are a full-service law firm, lawyers in one practice area may be (and often are) asked to represent a client with respect to interests that are adverse to those of another client who is represented by the firm in connection with another matter. Just as you would not wish to be foreclosed in an appropriate situation from retaining a law firm that competes with Trenam Law, our firm wishes to be able to consider the representation of multiple competitors in your industry or other clients who may have interests that are potentially adverse to yours, but only with respect to matters that are unrelated in any way to our representation of you. The ethics governing the legal profession permit law firms to accept such multiple representations assuming that certain criteria are met, as discussed below.

During the term of this engagement, we agree that we will not accept representation of another client to pursue interests that are directly adverse to your interests unless and until we have made full disclosure to you of all relevant facts, circumstances and implications of our undertaking the two representations, and you have consented to our representation of the other client. You agree, however, that you will be reasonable in evaluating such circumstances and that you will give your consent if we can confirm to you in good faith that the following criteria are met: (i) there is no substantial relationship between any matter in which we are representing or have represented you and the matter for the other client; (ii) our representation of the other client will not implicate any



confidential information we have received from you; (iii) our effective representation of you and the discharge of our professional responsibilities to you will not be prejudiced by our representation of the other client; and (iv) the other client has also consented in writing based on our full disclosure of all relevant facts, circumstances and implications of our undertaking the two representations.

By making this agreement, we are establishing the criteria that will govern the exercise of your right under applicable ethical rules to withhold consent to our representation of another client whose interests are adverse to yours. You will retain the right, of course, to contest in good faith our representation that the criteria have been met, in which event we would have the burden of supporting our representations to you.

Upon completion of the matter to which this representation applies, or upon earlier termination of our relationship, the attorney-client relationship will end unless you and we have expressly agreed to a continuation with respect to other matters. We hope, of course, that such a continuation will indeed be agreed upon.

**Storage of Files.** You understand that under applicable law the file we maintain with respect to our representation of you belongs to us, including all attorney work product such as drafts, notes, internal memoranda and electronic files and attorney representation and administration materials such as attorney-client correspondence and billing records. All our records pertaining to this matter, including any paper materials you provide to us, may be created and retained in only digital format. Accordingly, you should retain your own copies of any paper documents that are important to you. Only materials that you may supply to us and attorney end product (referred to generally as "client materials") are considered property in which you may have an interest. Attorney end product includes, for example, finalized contracts, pleadings and trust documents. You are entitled upon written request and provided your financial obligations to us have been satisfied in full to any client materials in our possession, subject to our right to make copies of such materials for our file. However, you should understand that, under our closed files policy, we may elect to destroy, and you hereby authorize us to destroy, all or any part of your file, whether paper or electronic, at any time following six (6) years after your matter is closed, or such other period as agreed upon on a case-by-case basis, unless other arrangements are made with you in writing.

**Current Contact Information.** Because it is important that we be able to contact you regarding your representation, you agree to inform us, in writing, of any changes in the name, address, telephone number, contact person, e-mail address, state of incorporation, or other relevant changes regarding you or your business. Whenever we need your instructions or authorization, we will contact you at the latest physical business address or e-mail address we have received from you.

\* \* \* \* \*

Your agreement to this engagement constitutes your acceptance of the foregoing terms and conditions. If any such term or condition is unacceptable to you, please advise us now so that we can resolve any differences and proceed with a clear, complete and consistent understanding of our relationship.

April 30, 2024

Ventana Community Development District  
c/o Inframark  
2005 Pan Am Circle, Suite 300  
Tampa, FL 33607  
Attn: Jayna Cooper

RE: Engagement – Ventana Community Development District  
Our File No.: Pending

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Dear Ms. Cooper:

In the event that the erosion-related dispute with the original developers and/or contractors of the Community results litigation, it is appropriate for us to advise you of your legal obligation to preserve potentially relevant information. Generally, a party to litigation has a duty to take affirmative steps to preserve all information potentially relevant to either known or anticipated litigation, even if that means altering that party's standard practices. Courts have imposed severe sanctions where a party failed to do so, even when the loss of information was not intentional.

To comply with this obligation, all such information should immediately be made subject to a "litigation hold," and this status must be communicated in writing to any person that might have access to such information. The "litigation hold" memorandum should specifically describe the types of paper documents and electronically stored information that must be preserved and direct how those materials should be maintained and stored so that they can be reviewed for production in litigation.

Members, officers or employees must understand that the litigation hold applies to e-mails and all electronic data in their individual files. Indeed, this is the most common source of litigation disputes over this issue. It applies not only to paper documents but also to electronically stored information, including but not limited to e-mail, word processing documents (including drafts), spreadsheets, databases, calendars, voice mail, Internet usage files and network access information. We recommend that you require recipients to acknowledge their receipt and understanding of the "litigation hold" memorandum.

It is important to ensure that no potentially relevant information is inadvertently destroyed, as both the destruction and the contents of the destroyed documents will likely be discovered through court-ordered forensic examination, and the impact of that inadvertent destruction in

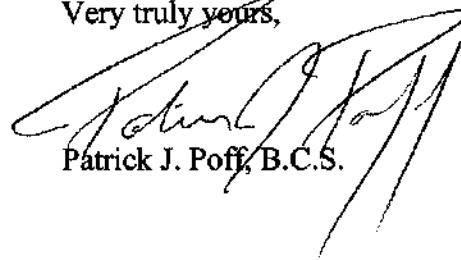
litigation is almost always more detrimental to your interest than prompt disclosure with the ability to address the contents of all documents and electronically stored data in full context.

Among specific issues that you should consider and, where appropriate, consult with us in connection with the duty to preserve are:

- The types of electronically stored information that exist and where that information is maintained (e.g., laptops, PDAs, cellular telephones, off-site computers, extranets, voice mails, backup tapes, compact discs and other storage media);
- Where and how paper documents and electronically stored information subject to the litigation hold will be preserved (care must be taken that the act of preserving electronically stored information does not alter it);
- Whether you should hire an outside consultant to assist in the preservation and production of electronically stored information;
- Whether “legacy” data on backup media or systems needs to be preserved;
- Whether there is a preservation duty going forward, and if so, the steps to be taken to preserve paper documents and electronically stored information that may be created in the future; and
- The designation of a records custodian to collect and coordinate the retention of electronic documents and other information subject to the litigation hold.

The preservation duties described in this letter are ongoing and continue until this dispute is finally resolved. Consequently, you may need to reissue the “litigation hold” memorandum periodically and provide it to new employees who may create or gain access to relevant information. We look forward to working with you in this matter, and remain available to confer with you or anyone else you think appropriate to ensure compliance with your obligations to preserve all potentially relevant information.

Very truly yours,



Patrick J. Poff, B.C.S.

PJP/jy  
Enclosure

## **TENTH ORDER OF BUSINESS**



**10A**

# **VENTANA INSPECTION REPORT. 4/23/24, 1:52 PM**

**Ventana CDD. Enclave at Ventana.**

**Tuesday, April 23, 2024**

**Prepared For Board of supervisors.**

**11 Issue Identified**

**Gary Schwartz**



### Fern Hill Drive.

Assigned To Yellowstone.  
Heading South on the street looks good.



### Fern Hill Drive & 301.

Assigned To Yellowstone.  
The entrance sign is clean and looks good.



### 301.

Assigned To Yellowstone.

Heading West on the sidewalk looks good.



### Fern Hill Drive.

Assigned To Yellowstone. The plants, trees, and turf are healthy and look good.





### Fern Hill Drive.

Assigned To Yellowstone.  
Trim the tree suckers.



### Fern Hill Drive.

Assigned To Yellowstone.  
The Sabal palm trees are healthy  
and look good.



### **Fern Hill Drive.**

Assigned To Clubhouse manager.  
The mailboxes are clean and look good.



### **Calypso Orchid.**

Assigned To Yellowstone.  
The turf facility in this area is poor.  
Send an action plan to improve the turf fertility.



### **Fern Hill Drive.**

Assigned To Yellowstone.  
The turf fertility has improved, but still needs to show more improvement.



### **West pond.**

Assigned To First Choice Aquatics.  
There are Cattails in the pond that need to be treated, but the pond looks good overall.





## Fern Hill Drive.

Assigned To Yellowstone.

The turf is well-maintained.

### **Response from Yellowstone:**

The horticulture teams applied herbicide and fertilizer to The Enclave at Ventana this morning .And our irrigation department adjusted the irrigation heads in the area with patchy turf for better coverage. We will continue to monitor and treat, as necessary.



**10B**



### Lake & Wetland Customer Service Report

Job Name: \_\_\_\_\_  
 Customer Number: 444 Customer: FCA - VENTANA CDD  
 Technician: CJAY and Shelby  
 Date: 04/10/2024 Time: 10:09 AM  
 Customer Signature: \_\_\_\_\_

Waterway Treatment	Algae	Submersed Weeds	Grasses and brush	Floating Weeds	Blue Dye	Inspection	Request for Service	Restriction	# of days
1			X						
2	X	X	X						
3	X	X	X						
4			X						
5			X						
6			X						
7			X						
8			X						
9		X	X						

2 has submerged  
 8 needs sonar /baby tears  
 9 baby tears

<b>CLARITY</b>	<b>FLOW</b>	<b>METHOD</b>	<b>CARP PROGRAM</b>	<b>WATER LEVEL</b>	<b>WEATHER</b>
<input checked="" type="checkbox"/> < 1'	<input checked="" type="checkbox"/> None	<input checked="" type="checkbox"/> ATV	<input type="checkbox"/> Boat	<input type="checkbox"/> High	<input checked="" type="checkbox"/> Clear
<input type="checkbox"/> 1-2'	<input type="checkbox"/> Slight	<input type="checkbox"/> Airboat	<input type="checkbox"/> Truck	<input type="checkbox"/> Normal	<input type="checkbox"/> Cloudy
<input type="checkbox"/> 2-4'	<input type="checkbox"/> Visible	<input type="checkbox"/> Backpack	<input type="checkbox"/> Barrier Inspected	<input checked="" type="checkbox"/> Low	<input checked="" type="checkbox"/> Windy
<input type="checkbox"/> > 4'					<input type="checkbox"/> Rainy

**FISH and WILDLIFE OBSERVATIONS**

<input type="checkbox"/> Alligator	<input type="checkbox"/> Catfish	<input type="checkbox"/> Gallinules	<input type="checkbox"/> Osprey	<input type="checkbox"/> Woodstork
<input type="checkbox"/> Anhinga	<input type="checkbox"/> Coots	<input type="checkbox"/> Gambusia	<input type="checkbox"/> Otter	<input type="checkbox"/> _____
<input type="checkbox"/> Bass	<input type="checkbox"/> Cormorant	<input type="checkbox"/> Herons	<input type="checkbox"/> Snakes	<input type="checkbox"/> _____
<input type="checkbox"/> Bream	<input type="checkbox"/> Egrets	<input type="checkbox"/> Ibis	<input type="checkbox"/> Turtles	

**NATIVE WETLAND HABITAT MAINTENANCE**

<input type="checkbox"/> Arrowhead	<input type="checkbox"/> Bulrush	<input type="checkbox"/> Golden Canna
<input type="checkbox"/> Bacopa	<input type="checkbox"/> Chara	<input type="checkbox"/> Gulf Spikerush
<input type="checkbox"/> Blue Flag Iris	<input type="checkbox"/> Cordgrass	<input type="checkbox"/> Lily

**Beneficial Vegetation Notes:**

<input type="checkbox"/> Naiad	<input type="checkbox"/> _____
<input type="checkbox"/> Pickerelweed	
<input checked="" type="checkbox"/> Soft Rush	<input type="checkbox"/> _____









**10C**

# **Ventana**

Community Development District

## ***Annual Operating and Debt Service Budget***

**Fiscal Year 2025**

Preliminary Budget

Prepared by:



## **Ventana**

Community Development District

### **Budget Overview**

Fiscal Year 2025



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**Ventana**

Community Development District

**Operating Budget**

Fiscal Year 2025

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
General Fund  
Fiscal Year 2025 Budget

ACCOUNT DESCRIPTION	ADOPTED	ACTUAL	PROJECTED	TOTAL	% +/-) Budget	ANNUAL
	BUDGET FY 2024	THRU 3/31/24	April- 10/1/2024	PROJECTED FY 2024		BUDGET FY 2025
<b>REVENUES</b>						
Interest - Investments	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Operations & Maintenance Assmts - On Roll	1,111,313	1,096,545	14,768	1,111,313	0%	1,111,313
Rental Income	-	825	-	825	0%	-
Insurance Reimbursements	-	16,246	-	16,246	0%	-
Other Miscellaneous Revenues	-	300	-	300	0%	-
<b>TOTAL REVENUES</b>	<b>\$ 1,111,313</b>	<b>\$ 1,113,916</b>	<b>\$ 14,768</b>	<b>\$ 1,128,684</b>		<b>\$ 1,111,313</b>
<b>EXPENDITURES</b>						
<b>Financial and Administrative</b>						
Supervisor Fees	\$ 13,000	\$ 2,400	\$ 10,600	\$ 13,000	0%	\$ 13,000
Field Staff	12,000	6,000	6,000	12,000	0%	12,000
District Management	45,000	22,500	22,500	45,000	0%	45,000
Onsite Staff	35,000	14,001	20,999	35,000	0%	35,000
Accounting Services	12,000	3,375	8,625	12,000	0%	12,000
Dissemination Agent/Reporting	-	-	-	-	0%	-
Website Admin Services	1,500	869	631	1,500	0%	1,500
District Engineer	6,000	5,814	186	6,000	0%	6,000
District Counsel	8,000	15,823	-	15,823	98%	8,000
Trustees Fees	8,400	-	8,400	8,400	0%	8,400
Auditing Services	6,900	-	6,900	6,900	0%	6,900
Postage, Phone, Faxes, Copies	3,500	1,086	2,414	3,500	0%	3,500
Mailings	3,000	-	3,000	3,000	0%	3,000
Legal Advertising	200	1,245	-	1,245	523%	200
Bank Fees	175	-	175	175	0%	175
Dues, Licenses & Fees	138	417	-	417	202%	138
Website ADA Compliance	1,500	1,500	-	1,500	0%	1,500
Disclosure Report	8,400	4,200	4,200	8,400	0%	8,400
Misc Admin	-	-	-	-	0%	-
Email Hosting Vendor	1,500	-	1,500	1,500	0%	1,500
<b>Total Financial and Administrative</b>	<b>\$ 166,213</b>	<b>\$ 79,230</b>	<b>\$ 96,130</b>	<b>\$ 175,360</b>		<b>\$ 166,213</b>
<b>Insurance</b>						
General Liability	\$ 4,000	\$ -	\$ 4,000	\$ 4,000	0%	\$ 4,000
Public Officials Insurance	3,200	4,328	-	4,328	35%	3,200
Property & Casualty Insurance	23,000	36,093	-	36,093	57%	23,000
Workman's Compensation	-	551	-	551	0%	-
Deductible	2,500	-	2,500	2,500	0%	2,500
<b>Total Insurance</b>	<b>\$ 32,700</b>	<b>\$ 40,972</b>	<b>\$ 6,500</b>	<b>\$ 47,472</b>		<b>\$ 32,700</b>
<b>Utility Services</b>						
Electric Utility Services	\$ 148,000	\$ 99,640	\$ 48,360	\$ 148,000	0%	\$ 148,000
Street Lights	10,000	-	10,000	10,000	0%	10,000
Water/Waste	6,000	2,067	3,933	6,000	0%	6,000
<b>Total Utility Services</b>	<b>\$ 164,000</b>	<b>\$ 101,707</b>	<b>\$ 62,293</b>	<b>\$ 164,000</b>		<b>\$ 164,000</b>
<b>Amenity</b>						
Pool Monitor	\$ 57,000	\$ -	\$ 57,000	\$ 57,000	0%	\$ 57,000
Janitorial - Supplies/Other	7,000	704	6,296	7,000	0%	7,000
Garbage Dumpster - Rental/Collection	2,000	985	1,015	2,000	0%	2,000
Amenity Pest Control	1,800	945	855	1,800	0%	1,800
Amenity R&M	23,500	10,323	13,177	23,500	0%	23,500
Entrance Monuments, Gates, Walls R&M	3,000	330	2,670	3,000	0%	3,000
Pool Maintenance - Contract	15,000	9,900	5,100	15,000	0%	15,000

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
General Fund  
Fiscal Year 2025 Budget

ACCOUNT DESCRIPTION	ADOPTED	ACTUAL	PROJECTED	TOTAL	% +/- Budget	ANNUAL
	BUDGET FY 2024	THRU 3/31/24	April- 10/1/2024	PROJECTED FY 2024		BUDGET FY 2025
Pool Treatments & Other R&M	2,500	-	2,500	2,500	0%	2,500
Security Monitoring Services	6,000	1,720	4,280	6,000	0%	6,000
MISC	11,000	-	11,000	11,000	0%	11,000
Special Events	10,000	-	10,000	10,000	0%	10,000
Holiday Decorations	15,000	2,218	12,782	15,000	0%	15,000
CAP Repairs	183,500	4,265	179,235	183,500	0%	183,500
Fly Treatment	4,600	-	4,600	4,600	0%	4,600
<b>Total Amenity</b>	<b>\$ 341,900</b>	<b>\$ 31,390</b>	<b>\$ 310,510</b>	<b>\$ 341,900</b>		<b>\$ 341,900</b>
<b>Landscape and Pond Maintenance</b>						
Landscape Maintenance - Contract	\$ 250,000	\$ 119,496	\$ 130,504	\$ 250,000	0%	\$ 250,000
Landscaping - R&M	7,000	-	7,000	7,000	0%	7,000
Landscaping - Mulch	42,500	30,901	11,599	42,500	0%	42,500
Landscaping - Annuals	18,000	-	18,000	18,000	0%	18,000
Landscaping - Plant Replacement Program	35,000	-	35,000	35,000	0%	35,000
Irrigation Maintenance	15,000	20,242	-	20,242	35%	15,000
Aquatics - Contract	13,500	16,296	-	16,296	21%	13,500
Aquatics - Plant Replacement	10,000	-	10,000	10,000	0%	10,000
Waterway Management Program	12,500	-	12,500	12,500	0%	12,500
R&M Ponds	3,000	-	3,000	3,000	0%	3,000
<b>Total Landscape and Pond Maintenance</b>	<b>\$ 406,500</b>	<b>\$ 186,935</b>	<b>\$ 227,603</b>	<b>\$ 414,538</b>		<b>\$ 406,500</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,111,313</b>	<b>\$ 440,234</b>	<b>\$ 703,036</b>	<b>\$ 1,143,270</b>		<b>\$ 1,111,313</b>
Excess (deficiency) of revenues	\$ -	\$ 673,682	\$ (688,268)	\$ (14,586)		\$ -
Net change in fund balance	\$ -	\$ 673,682	\$ (688,268)	\$ (14,586)		\$ -
<b>FUND BALANCE, BEGINNING</b>	<b>\$ (15,800)</b>	<b>\$ (15,800)</b>	<b>\$ 657,882</b>	<b>\$ (15,800)</b>		<b>\$ (30,386)</b>
<b>FUND BALANCE, ENDING</b>	<b>\$ (15,800)</b>	<b>\$ 657,882</b>	<b>\$ (30,386)</b>	<b>\$ (30,386)</b>		<b>\$ (30,386)</b>



**Budget Narrative**  
Fiscal Year 2025

**REVENUES**

**Interest-Investments**

The District earns interest on its operating accounts.

**Operations & Maintenance Assessments – On Roll**

The District will levy a Non-Ad Valorem assessment on all the assessable property within the District to pay for the operating expenditures during the Fiscal Year. The collection will be provided by the Tax Collector pursuant to Section 197.3632, Florida Statutes, which is the Uniform Collection Methodology.

**Developer Contributions**

The district will direct bill and collect non-ad valorem assessments on assessable property in order to pay for the debt service expenditures during the fiscal year.

**Other Miscellaneous Revenues**

Additional revenue sources not otherwise specified by other categories.

**Special Assessments-Discounts**

Per Section 197.162, Florida Statutes, discounts are allowed for early payment of assessments only when collected by the Tax Collector. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

**EXPENDITURES**

**Financial and Administrative**

**Supervisor Fees**

Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$200 per meeting at which they are in attendance. The amount for the Fiscal Year is based upon four supervisors attending 14 meetings.

**Onsite Staff**

The district may incur expenses for employees or other staff members needed for recreational facilities such as clubhouse staff.

**District Management**

The District retains the services of a consulting manager, who is responsible for the daily administration of the District's business, including any and all financial work related to the Bond Funds and Operating Funds of the District, and preparation of the minutes of the Board of Supervisors. In addition, the District Manager prepares the Annual Budget(s), implements all policies of the Board of Supervisors and attends all meetings of the Board of Supervisors.

**Field Management**

The District has a contract with Inframark Infrastructure Management Services. for services in the administration and operation of the Property and its contractors.

**Administration**

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Inframark Infrastructure Management Services.

**Budget Narrative**  
Fiscal Year 2025

**EXPENDITURES**

**Financial and Administrative** (continued)

**Recording Secretary**

Inframark provides recording services with near verbatim minutes.

**Construction Accounting**

Accounting services as described within the Accounting Services but specifically regarding construction.

**Financial/Revenue Collections**

Service includes all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. These services include, but are not limited to, assessment roll preparation and certification, direct billings and funding request processing as well as responding to property owner questions regarding District assessments. This line item also includes the fees incurred for a collection agent to collect the funds for the principal and interest payment for its short-term bond issues and any other bond related collection needs. These funds are collected as prescribed in the Trust Indenture. The Collection Agent also provides for the release of liens on property after the full collection of bond debt levied on particular properties.

**Rentals and Leases**

The anticipated cost of rental expenses including but not limited to renting meeting room space for district board meetings.

**Data Storage**

Cost of server maintenance and technical support for CDD related IT needs.

**Accounting Services**

Services including the preparation and delivery of the District's financial statements in accordance with Governmental Accounting Standards, accounts payable and accounts receivable functions, asset tracking, investment tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity.

**Dissemination Agent/Reporting**

The District is required by the Securities and Exchange Commission to comply with rule 15c2-12(b)-(5), which relates to additional reporting requirements for unrelated bond issues. The budgeted amount for the fiscal year is based on standard fees charged for this service.

**Website Administration Services**

The cost of web hosting and regular maintenance of the District's website by Inframark Management Services.

**District Engineer**

The District's engineer provides general engineering services to the District, i.e., attendance and preparation for board meetings when requested, review of invoices, and other specifically requested assignments.

**District Counsel**

The District's attorney provides general legal services to the District, i.e., attendance and preparation for Board meetings, review of contracts, agreements, resolutions, and other research as directed or requested by the BOS District Manager.

**Trustee Fees**

The District pays US Bank an annual fee for trustee services on the Series 2014 and Series 2015 Bonds. The budgeted amount for the fiscal year is based on previous year plus any out-of-pocket expenses.

**Budget Narrative**  
Fiscal Year 2025

**EXPENDITURES**

**Financial and Administrative** (continued)

**Auditing Services**

The District is required to conduct an annual audit of its financial records by an Independent Certified Public Accounting Firm. The budgeted amount for the fiscal year is an estimate based on prior year costs.

**Postage, Phone, Faxes, Copies**

This item refers to the cost of materials and service to produce agendas and conduct day-to-day business of the District.

**Mailings**

Copies used in the preparation of agenda packages, required mailings, and other special projects.

**Professional Services – Arbitrage Rebate**

The District is required to annually calculate the arbitrage rebate liability on its Series 2013A and 2020 bonds.

**Legal Advertising**

The District is required to advertise various notices for monthly Board meetings and other public hearings in the newspaper of general circulation.

**Bank Fees**

This represents the cost of bank charges and other related expenses that are incurred during the year.

**Dues, Licenses and Fees**

This represents the cost of the District's operating license as well as the cost of memberships in necessary organizations.

**Onsite Office Supplies**

This represents the cost of supplies used to prepare agenda packages, create required mailings, and perform other special projects. The budget for this line item also includes the cost for supplies in the District office.

**Website ADA Compliance**

Cost of maintaining district website's compliance with the Americans with Disabilities Act of 1990.

**Disclosure Report**

On a quarterly and annual basis, disclosure of relevant district information is provided to the Muni Council, as required within the bond indentures.

**Annual Stormwater Report**

Cost to produce annual report on CDD stormwater infrastructure.

**Miscellaneous Administrative**

All other administrative costs not otherwise specified above.

**Budget Narrative**  
Fiscal Year 2025

<b>EXPENDITURES</b>
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**Insurance****Insurance-General Liability**

The District's General Liability & Public Officials Liability Insurance policy is with Egis Insurance Advisors, LLC. The budgeted amount allows for a projected increase in the premium.

**Public Officials Insurance**

The District will incur expenditures for public officials' liability insurance for the Board and Staff and may incur a 10% premium increase.

**Property & Casualty Insurance**

The District will incur fees to insure items owned by the district for its property needs.

**Deductible**

District's share of expenses for insured property when a claim is filed.

<b>EXPENDITURES</b>
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**Utility Services****Electric Utility Services**

Electricity for accounts with the local Utilities Commissions for the swim club, parks, and irrigation. Fees are based on historical costs for metered use.

**Streetlights**

Local Utility Company charges electricity usage (maintenance fee). The budget is based on historical costs.

**Lighting Replacement**

Cost of replacing defective lights and bulbs in CDD facilities.

**Decorative Light Maintenance**

Cost of replacement and repair of decorative lighting fixtures.

**Amenity Internet**

Internet service for clubhouse and other amenity locations.

**Water/Waste**

The District charges each new water/sewer system customer an Accrued Guaranteed Revenue Fee (AGRF) for wastewater service in accordance with the adopted rate schedule.

**Gas**

Cost of natural gas for CDD facilities. Regular fuel costs (automobile etc.)

**Facility A/C & Heating R&M**

Cost of repairs and regular maintenance of Air Conditioning and central heating of CDD facilities.

**Utilities – Other**

Utility expenses not otherwise specified in above categories.



**Budget Narrative**  
Fiscal Year 2025

**EXPENDITURES**

**Amenity**

**Pool Monitor**

Cost of staff members to facilitate pool safety services.

**Janitorial – Contract**

Cost of janitorial labor for CDD Facilities.

**Janitorial Supplies/Other**

Cost of janitorial supplies for CDD Facilities.

**Garbage Dumpster – Rental and Collection**

Cost of dumpster rental and trash collection at CDD facilities.

**Amenity Pest Control**

Cost of exterminator and pesticides at CDD amenities and facilities.

**Amenity R&M**

Cost of repairs and regular maintenance of CDD amenities.

**Amenity Furniture R&M**

Cost of repairs and maintenance to amenity furniture.

**Access Control R&M**

Cost of repairs and maintenance to electronic locks, gates, and other security fixtures.

**Key Card Distribution**

Cost of providing keycards to residents to access CDD Facilities.

**Recreation/Park Facility Maintenance**

Cost of upkeep and repairs to all parks and recreation facilities in the CDD

**Athletic Courts and Field Maintenance**

Cost of upkeep and repairs for athletic fields and courts (ex. Basketball Courts) on CDD property.

**Park Restroom Maintenance**

Upkeep and cleaning of park restrooms on CDD property.

**Playground Equipment and Maintenance**

Cost of acquisition and upkeep of playground equipment for CDD parks.

**Clubhouse Office Supplies**

Cost of supplies for clubhouse clerical duties (pens, paper, ink, etc.)

**Clubhouse IT Support**

Cost of IT services and for clubhouse operational needs.

**Dog Waste Station Service & Supplies**

Cost of cleaning and resupplying dog waste stations.

**Budget Narrative**  
Fiscal Year 2025

<b>EXPENDITURES</b>
---------------------

**Amenity (Continued)**

**Entrance Monuments, Gates, Walls R&M**

Cost of repairs and regular maintenance for entryways, walls, and gates.

**Sidewalk, Pavement, Signage R&M**

Cost of repairs and regular maintenance to sidewalks, pavements, and signs.

**Trail/Bike Path Maintenance**

Cost of upkeep to bike paths and trails on CDD property.

**Boardwalk and Bridge Maintenance**

Cost of upkeep for boardwalks and bridges on CDD property.

**Pool and Spa Permits**

Cost of permits required for CDD pool and spa operation as required by law.

**Pool Maintenance – Contract**

Cost of Maintenance for CDD pool facilities.

**Pool Treatments & Other R&M**

Cost of chemical pool treatments and similar such maintenance.

**Security Monitoring Services**

Cost of CDD security personnel and equipment.

**Special Events**

Cost of holiday celebrations and events hosted on CDD property.

**Community Activities**

Cost of recreational events hosted on CDD property.

**Holiday Decorations**

Cost of decorations for major holidays (i.e., Christmas)

**Miscellaneous Amenity**

Amenity Expenses not otherwise specified.

<b>EXPENDITURES</b>
---------------------

**Landscape and Pond Maintenance**

**R&M – Stormwater System**

Cost of repairs and regular maintenance to the CDD's stormwater and drainage infrastructure.

**Landscape Maintenance - Contract**

Landscaping company to provide maintenance consisting of mowing, edging, trimming, blowing, fertilizing, and applying pest and disease control chemicals to turf throughout the District.

**Landscaping - R&M**

Cost of repairs and regular maintenance to landscaping equipment.

**Budget Narrative**  
Fiscal Year 2025

<b>EXPENDITURES</b>
---------------------

**Landscape and Pond Maintenance (Continued)**

**Landscaping – Plant Replacement Program**

Cost of replacing dead or damaged plants throughout the district.

**Irrigation Maintenance**

Purchase of irrigation supplies. Unscheduled maintenance consists of major repairs and replacement of system components including weather station and irrigation lines.

**Aquatics – Contract**

Expenses related to the care and maintenance of the lakes and ponds for the control of nuisance plant and algae species.

**Wetlands Maintenance and Monitoring**

Cost of upkeep and protection of wetlands on CDD property.

**Aquatics – Plant Replacement**

The expenses related to replacing beneficial aquatic plants, which may or may not have been required by other governmental entities.

**Waterway Management Program**

Cost of maintaining waterways and rivers on district property.

**Debris Cleanup**

Cost of cleaning up debris on district property.

**Wildlife Control**

Management of wildlife on district property.

<b>EXPENDITURES</b>
---------------------

**Contingency/Reserves**

**Contingency**

Funds set aside for projects, as determined by the district's board.

**Capital Improvements**

Funding of major projects and building improvements to CDD property.

**R&M Other Reserves**

The board may set aside monetary reserves for necessary for maintenance projects as needed.

**Ventana**

Community Development District

**Debt Service Budgets**

Fiscal Year 2025



**Series 2018 Bonds**  
Fiscal Year 2025 Budget

<b>REVENUES</b>	
CDD Debt Service Assessments	\$ 1,064,672
<b>TOTAL REVENUES</b>	<b>\$ 1,064,672</b>
<b>EXPENDITURES</b>	
Series 2018 May Bond Interest Payment	\$ 378,478
Series 2018 May Bond Principal Payment	\$ 315,000
Series 2018 November Bond Interest Payment	\$ 371,194
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,064,672</b>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$ -</b>
<b>ANALYSIS OF BONDS OUTSTANDING</b>	
Bonds Outstanding - Period Ending 11/1/2024	\$ 15,045,000
Principal Payment Applied Toward Series 2021 Bonds	\$ 315,000
<b>Bonds Outstanding - Period Ending 11/1/2025</b>	<b>\$ 14,730,000</b>

**Ventana CDD  
Special Assessment Bonds, Series 2018**

<b>Period Ending</b>	<b>Outstanding Balance</b>	<b>Principal</b>	<b>Coupon</b>	<b>Interest</b>	<b>Debt Service</b>
3/8/2018					
11/1/2018	\$ 16,430,000			\$ 525,775	\$ 525,775
5/1/2019	\$ 16,430,000			\$ 406,178	\$ 406,178
11/1/2019	\$ 16,430,000			\$ 406,178	\$ 406,178
5/1/2020	\$ 16,430,000	\$ 255,000	4.000%	\$ 406,178	\$ 661,178
11/1/2020	\$ 16,175,000			\$ 401,078	\$ 401,078
5/1/2021	\$ 16,175,000	\$ 265,000	4.000%	\$ 401,078	\$ 666,078
11/1/2021	\$ 15,910,000			\$ 395,778	\$ 395,778
5/1/2022	\$ 15,910,000	\$ 275,000	4.000%	\$ 395,778	\$ 670,778
11/1/2022	\$ 15,635,000			\$ 390,278	\$ 390,278
5/1/2023	\$ 15,635,000	\$ 290,000	4.000%	\$ 390,278	\$ 680,278
11/1/2023	\$ 15,345,000			\$ 384,478	\$ 384,478
5/1/2024	\$ 15,345,000	\$ 300,000	4.000%	\$ 384,478	\$ 684,478
11/1/2024	\$ 15,045,000			\$ 378,478	\$ 378,478
5/1/2025	\$ 15,045,000	\$ 315,000	4.625%	\$ 378,478	\$ 693,478
11/1/2025	\$ 14,730,000			\$ 371,194	\$ 371,194
5/1/2026	\$ 14,730,000	\$ 330,000	4.625%	\$ 371,194	\$ 701,194
11/1/2026	\$ 14,400,000			\$ 363,563	\$ 363,563
5/1/2027	\$ 14,400,000	\$ 345,000	4.625%	\$ 363,563	\$ 708,563
11/1/2027	\$ 14,055,000			\$ 355,584	\$ 355,584
5/1/2028	\$ 14,055,000	\$ 360,000	4.625%	\$ 355,584	\$ 715,584
11/1/2028	\$ 13,695,000			\$ 347,259	\$ 347,259
5/1/2029	\$ 13,695,000	\$ 375,000	4.625%	\$ 347,259	\$ 722,259
11/1/2029	\$ 13,320,000			\$ 338,588	\$ 338,588
5/1/2030	\$ 13,320,000	\$ 395,000	5.000%	\$ 338,588	\$ 733,588
11/1/2030	\$ 12,925,000			\$ 328,713	\$ 328,713
5/1/2031	\$ 12,925,000	\$ 415,000	5.000%	\$ 328,713	\$ 743,713
11/1/2031	\$ 12,510,000			\$ 318,338	\$ 318,338
5/1/2032	\$ 12,510,000	\$ 435,000	5.000%	\$ 318,338	\$ 753,338
11/1/2032	\$ 12,075,000			\$ 307,463	\$ 307,463
5/1/2033	\$ 12,075,000	\$ 460,000	5.000%	\$ 307,463	\$ 767,463
11/1/2033	\$ 11,615,000			\$ 295,963	\$ 295,963
5/1/2034	\$ 11,615,000	\$ 485,000	5.000%	\$ 295,963	\$ 780,963
11/1/2034	\$ 11,130,000			\$ 283,838	\$ 283,838
5/1/2035	\$ 11,130,000	\$ 505,000	5.000%	\$ 283,838	\$ 788,838
11/1/2035	\$ 10,625,000			\$ 271,213	\$ 271,213
5/1/2036	\$ 10,625,000	\$ 535,000	5.000%	\$ 271,213	\$ 806,213
11/1/2036	\$ 10,090,000			\$ 257,838	\$ 257,838
5/1/2037	\$ 10,090,000	\$ 560,000	5.000%	\$ 257,838	\$ 817,838
11/1/2037	\$ 9,530,000			\$ 243,838	\$ 243,838
5/1/2038	\$ 9,530,000	\$ 590,000	5.000%	\$ 243,838	\$ 833,838
11/1/2038	\$ 8,940,000			\$ 229,088	\$ 229,088
5/1/2039	\$ 8,940,000	\$ 620,000	5.125%	\$ 229,088	\$ 849,088
11/1/2039	\$ 8,320,000			\$ 213,200	\$ 213,200
5/1/2040	\$ 8,320,000	\$ 655,000	5.125%	\$ 213,200	\$ 868,200

**Ventana**

Community Development District

*Series 2018 Debt Service Fund*

Continued

<b>Period Ending</b>	<b>Outstanding Balance</b>	<b>Principal</b>	<b>Coupon</b>	<b>Interest</b>	<b>Debt Service</b>
11/1/2040	\$ 7,665,000			\$ 196,416	\$ 196,416
5/1/2041	\$ 7,665,000	\$ 690,000	5.125%	\$ 196,416	\$ 886,416
11/1/2041	\$ 6,975,000			\$ 178,734	\$ 178,734
5/1/2042	\$ 6,975,000	\$ 725,000	5.125%	\$ 178,734	\$ 903,734
11/1/2042	\$ 6,250,000			\$ 160,156	\$ 160,156
5/1/2043	\$ 6,250,000	\$ 760,000	5.125%	\$ 160,156	\$ 920,156
11/1/2043	\$ 5,490,000			\$ 140,681	\$ 140,681
5/1/2044	\$ 5,490,000	\$ 800,000	5.125%	\$ 140,681	\$ 940,681
11/1/2044	\$ 4,690,000			\$ 120,181	\$ 120,181
5/1/2045	\$ 4,690,000	\$ 845,000	5.125%	\$ 120,181	\$ 965,181
11/1/2045	\$ 3,845,000			\$ 98,528	\$ 98,528
5/1/2046	\$ 3,845,000	\$ 890,000	5.125%	\$ 98,528	\$ 988,528
11/1/2046	\$ 2,955,000			\$ 75,722	\$ 75,722
5/1/2047	\$ 2,955,000	\$ 935,000	5.125%	\$ 75,722	\$ 1,010,722
11/1/2047	\$ 2,020,000			\$ 51,763	\$ 51,763
5/1/2048	\$ 2,020,000	\$ 985,000	5.125%	\$ 51,763	\$ 1,036,763
11/1/2048	\$ 1,035,000			\$ 26,522	\$ 26,522
5/1/2049	\$ 1,035,000	\$ 1,035,000	5.125%	\$ 26,522	\$ 1,061,522
		<b>\$ 16,430,000</b>		<b>\$ 16,793,247</b>	<b>\$ 33,223,247</b>

**Series 2021 Bonds**  
Fiscal Year 2025 Budget

<b>REVENUES</b>		
CDD Debt Service Assessments	\$	95,894
<b>TOTAL REVENUES</b>	<b>\$</b>	<b>95,894</b>
<b>EXPENDITURES</b>		
Series 2021 May Bond Interest Payment	\$	28,172
Series 2021 May Bond Principal Payment	\$	40,000
Series 2021 November Bond Interest Payment	\$	27,722
<b>TOTAL EXPENDITURES</b>	<b>\$</b>	<b>95,894</b>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$</b>	<b>-</b>
<b>ANALYSIS OF BONDS OUTSTANDING</b>		
Bonds Outstanding - Period Ending 11/1/2024	\$	1,630,000
Principal Payment Applied Toward Series 2021 Bonds	\$	40,000
<b>Bonds Outstanding - Period Ending 11/1/2025</b>	<b>\$</b>	<b>1,590,000</b>

**Ventana Community Development District  
Special Assessment Revenue Bonds, Series 2021 (Expansion Area)**

<b>Period Ending</b>	<b>Outstanding Balance</b>	<b>Principal</b>	<b>Coupon</b>	<b>Interest</b>	<b>Debt Service</b>
11/1/2021	\$ 1,745,000			\$ 19,971	\$ 19,971
5/1/2022	\$ 1,745,000	\$ 35,000	2.250%	\$ 29,466	\$ 64,466
11/1/2022	\$ 1,710,000			\$ 29,072	\$ 29,072
5/1/2023	\$ 1,710,000	\$ 40,000	2.250%	\$ 29,072	\$ 69,072
11/1/2023	\$ 1,670,000			\$ 28,622	\$ 28,622
5/1/2024	\$ 1,670,000	\$ 40,000	2.250%	\$ 28,622	\$ 68,622
11/1/2024	\$ 1,630,000			\$ 28,172	\$ 28,172
5/1/2025	\$ 1,630,000	\$ 40,000	2.250%	\$ 28,172	\$ 68,172
11/1/2025	\$ 1,590,000			\$ 27,722	\$ 27,722
5/1/2026	\$ 1,590,000	\$ 40,000	2.250%	\$ 27,722	\$ 67,722
11/1/2026	\$ 1,550,000			\$ 27,272	\$ 27,272
5/1/2027	\$ 1,550,000	\$ 40,000	2.750%	\$ 27,272	\$ 67,272
11/1/2027	\$ 1,510,000			\$ 26,722	\$ 26,722
5/1/2028	\$ 1,510,000	\$ 40,000	2.750%	\$ 26,722	\$ 66,722
11/1/2028	\$ 1,470,000			\$ 26,172	\$ 26,172
5/1/2029	\$ 1,470,000	\$ 45,000	2.750%	\$ 26,172	\$ 71,172
11/1/2029	\$ 1,425,000			\$ 25,553	\$ 25,553
5/1/2030	\$ 1,425,000	\$ 45,000	2.750%	\$ 25,553	\$ 70,553
11/1/2030	\$ 1,380,000			\$ 24,934	\$ 24,934
5/1/2031	\$ 1,380,000	\$ 45,000	2.750%	\$ 24,934	\$ 69,934
11/1/2031	\$ 1,335,000			\$ 24,316	\$ 24,316
5/1/2032	\$ 1,335,000	\$ 45,000	3.125%	\$ 24,316	\$ 69,316
11/1/2032	\$ 1,290,000			\$ 23,613	\$ 23,613
5/1/2033	\$ 1,290,000	\$ 50,000	3.125%	\$ 23,613	\$ 73,613
11/1/2033	\$ 1,240,000			\$ 22,831	\$ 22,831
5/1/2034	\$ 1,240,000	\$ 50,000	3.125%	\$ 22,831	\$ 72,831
11/1/2034	\$ 1,190,000			\$ 22,050	\$ 22,050
5/1/2035	\$ 1,190,000	\$ 50,000	3.125%	\$ 22,050	\$ 72,050
11/1/2035	\$ 1,140,000			\$ 21,269	\$ 21,269
5/1/2036	\$ 1,140,000	\$ 55,000	3.125%	\$ 21,269	\$ 76,269
11/1/2036	\$ 1,085,000			\$ 20,409	\$ 20,409
5/1/2037	\$ 1,085,000	\$ 55,000	3.125%	\$ 20,409	\$ 75,409
11/1/2037	\$ 1,030,000			\$ 19,550	\$ 19,550
5/1/2038	\$ 1,030,000	\$ 55,000	3.125%	\$ 19,550	\$ 74,550
11/1/2038	\$ 975,000			\$ 18,691	\$ 18,691
5/1/2039	\$ 975,000	\$ 60,000	3.125%	\$ 18,691	\$ 78,691
11/1/2039	\$ 915,000			\$ 17,753	\$ 17,753
5/1/2040	\$ 915,000	\$ 60,000	3.125%	\$ 17,753	\$ 77,753
11/1/2040	\$ 855,000			\$ 16,816	\$ 16,816
5/1/2041	\$ 855,000	\$ 65,000	3.125%	\$ 16,816	\$ 81,816
11/1/2041	\$ 790,000			\$ 15,800	\$ 15,800
5/1/2042	\$ 790,000	\$ 65,000	4.000%	\$ 15,800	\$ 80,800
11/1/2042	\$ 725,000			\$ 14,500	\$ 14,500
5/1/2043	\$ 725,000	\$ 70,000	4.000%	\$ 14,500	\$ 84,500
11/1/2043	\$ 655,000			\$ 13,100	\$ 13,100



Continued

Period Ending	Outstanding Balance	Principal	Coupon	Interest	Debt Service
5/1/2044	\$ 655,000	\$ 70,000	4.000%	\$ 13,100	\$ 83,100
11/1/2044	\$ 585,000			\$ 11,700	\$ 11,700
5/1/2045	\$ 585,000	\$ 75,000	4.000%	\$ 11,700	\$ 86,700
11/1/2045	\$ 510,000			\$ 10,200	\$ 10,200
5/1/2046	\$ 510,000	\$ 75,000	4.000%	\$ 10,200	\$ 85,200
11/1/2046	\$ 435,000			\$ 8,700	\$ 8,700
5/1/2047	\$ 435,000	\$ 80,000	4.000%	\$ 8,700	\$ 88,700
11/1/2047	\$ 355,000			\$ 7,100	\$ 7,100
5/1/2048	\$ 355,000	\$ 85,000	4.000%	\$ 7,100	\$ 92,100
11/1/2048	\$ 270,000			\$ 5,400	\$ 5,400
5/1/2049	\$ 270,000	\$ 85,000	4.000%	\$ 5,400	\$ 90,400
11/1/2049	\$ 185,000			\$ 3,700	\$ 3,700
5/1/2050	\$ 185,000	\$ 90,000	4.000%	\$ 3,700	\$ 93,700
11/1/2050	\$ 95,000			\$ 1,900	\$ 1,900
5/1/2051	\$ 95,000	\$ 95,000	4.000%	\$ 1,900	\$ 96,900
		<b>\$ 1,745,000</b>		<b>\$ 1,136,711.92</b>	<b>\$ 2,881,711.92</b>

**Budget Narrative**  
Fiscal Year 2025**REVENUES****Interest-Investments**

The District earns interest on its operating accounts.

**Operations & Maintenance Assessments – On Roll**

The District will levy a Non-Ad Valorem assessment on all the assessable property within the District to pay for the operating expenditures during the Fiscal Year. The collection will be provided by the Tax Collector pursuant to Section 197.3632, Florida Statutes, which is the Uniform Collection Methodology.

**Developer Contributions**

The district will direct bill and collect non-ad valorem assessments on assessable property in order to pay for the debt service expenditures during the fiscal year.

**Other Miscellaneous Revenues**

Additional revenue sources not otherwise specified by other categories.

**Special Assessments-Discounts**

Per Section 197.162, Florida Statutes, discounts are allowed for early payment of assessments only when collected by the Tax Collector. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

**EXPENDITURES****Debt Service****Principal Debt Retirement**

The district pays regular principal payments to annually to pay down/retire the debt.

**Interest Expense**

The District Pays interest Expenses on the debt twice a year.

**Ventana**

Community Development District

**Supporting Budget Schedules**

Fiscal Year 2025

**Assessment Summary  
Fiscal Year 2025 vs. Fiscal Year 2024**

**ASSESSMENT ALLOCATION**

Assessment Area One- Series 2018											
Product	Units	O&M Assessment			Debt Service Series 2018			Total Assessments per Unit			
		FY 2025	FY 2024	Dollar Change	FY 2025	FY 2024		FY 2025	FY 2024	Dollar Change	Percent Change
Single Family 40'	211	\$ 1,209.15	\$ 1,209.15	\$ -	\$ 1,251.06	\$ 1,251.06	\$ -	\$ 2,460.21	\$ 2,460.21	\$ -	0%
Single Family 50'	281	\$ 1,511.44	\$ 1,511.44	\$ -	\$ 1,563.83	\$ 1,563.83	\$ -	\$ 3,075.27	\$ 3,075.27	\$ -	0%
Single Family 60'	229	\$ 1,813.73	\$ 1,813.73	\$ -	\$ 1,876.60	\$ 1,876.60	\$ -	\$ 3,690.33	\$ 3,690.33	\$ -	0%
	<b>721</b>										

Assessment Area Two- Series 2021											
Product	Units	O&M Assessment			Debt Service Series 2021			Total Assessments per Unit			
		FY 2025	FY 2024	Dollar Change	FY 2025	FY 2024		FY 2025	FY 2024	Dollar Change	Percent Change
Single Family 40'	72	\$ 1,209.15	\$ 1,209.15	\$ -	\$ 1,443.47	\$ 1,443.47	\$ -	\$ 2,652.62	\$ 2,652.62	\$ -	0%
	<b>72</b>										

# **Thirteenth Order of Business**



**13A**

**MINUTES OF MEETING  
VENTANA  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of Ventana Community Development District was held on Wednesday, April 10, 2024 and called to order at 6:00 p.m. at the Ventana Clubhouse, located at 11101 Ventana Groves Boulevard, Riverview, Florida 33578.

Present and constituting a quorum were:

Juan Carlos Reyes	Chairperson (via Zoom)
MaryJo Alford-Roberson	Vice Chairperson
Kelly Timmer	Assistant Secretary
Adewumi Olowoyo	Assistant Secretary

Also present were:

Jayna Cooper	District Manager
Michael Broadus	District Counsel
Tonja Stewart	District Engineer Finn
Aaron Frazier	Outdoor Representative
Several Residents	

*The following is a summary of the discussions and actions taken.*

**FIRST ORDER OF BUSINESS** **Call to Order/Roll Call**

Ms. Cooper called the meeting to order, and a quorum was established.

**SECOND ORDER OF BUSINESS** **Pledge of Allegiance**

The pledge of allegiance was recited.

**THIRD ORDER OF BUSINESS** **Public Comment**

The Board heard comments regarding the Yellowstone renderings, mulch, and erosion repair.

**EIGHTH ORDER OF BUSINESS** **Manager’s Report**

**A. Field Inspections Report**

Mr. Schwartz provided an overview of the field inspection reports and reviewed landscape deficiencies. Discussion ensued regarding irrigation. There is currently no water along Symmes Rd.

**FOURTH ORDER OF BUSINESS** **Yellowstone Landscape Report**

**A. Discussion of Yellowstone Renderings**

Mr. Frazier reviewed the renderings and corresponding proposal. (provided under separate cover) Lengthy discussion ensued amongst Board and audience members Board directed Mr.

Frazier to provide an itemized proposal for the 3 main entrances and only the front of the clubhouse. Gary Schwartz will review the proposal and will make sure the prices are in line.

**FIFTH ORDER OF BUSINESS**

**Business Items**

**A. Consideration of Transferring Operating Account from Truist to Valley National Bank**

DM led discussion regarding transferring operating account from Truist to Valley. There are no fees and Valley offers 5.25% APY.

On MOTION by Mr. Reyes seconded by Mr. Timmer, with all in favor to transfer operating account from Truist to Valley was approved. 3-0

**B. Consideration of Stantec’s Change Order**

Ms. Cooper led discussion regarding the change order request from Stantec.

Final numbers came in at \$3590 and documentation of work performed was provided by Ms. Stewart for the Board's review.

On MOTION by Ms. Alford-Roberson seconded by Mr. Reyes, with all in favor the Stantec's change order for \$3590 was approved. 3-0

**C. Consideration of Resolution 2024-04, Revised Recreational Facilities Policies**

Mr. Broadus and Mr. Reyes led discussion regarding the revised recreational facilities policies. Discussion ensued and several further revisions were requested. Mr. Broadus will make the revisions and provide to Ms. Cooper to disseminate to the Board and staff.

On MOTION by Mr. Reyes seconded by Ms. Alford-Roberson with all in favor to Resolution 2024-04 - Revised Recreational Facilities Policies in substantial was adopted. 3-0

**SIXTH ORDER OF BUSINESS**

**Attorney’s Report**

The agreement for erosion repairs from Finn Outdoor has been reviewed and agreed to by the vendor. The vendor was willing to extend the warranty period to 3 years. The consensus of the Board is to fully execute the agreement at this time.

**SEVENTH ORDER OF BUSINESS**

**Engineer's Report**

Stantec has submitted a letter of resignation. An RFQ for District Engineering Services has been placed with submissions due by April 25. The Board will score the proposals at the May 8 meeting.

**EIGHTH ORDER OF BUSINESS**

**Manager’s Report (continued)**

**B. Aquatics Service Report**

Ms. Cooper reviewed the fish stocking proposals from aquatic weed control for gambusia or catfish to mitigate midge fly issues.

On MOTION by Mr. Reyes seconded by Mr. Timmer, with all in favor the Aquatic Weed Control catfish proposal, not to exceed \$10,000 was approved. 3-0

Ms. Cooper will work with Aquatic Weed Control for a revised proposal to reflect the not to exceed.

**NINTH ORDER OF BUSINESS**

**Clubhouse Manager**

Mr. Franco provided updates on various repairs, power washing quotes, and the community bulletin board.

**TENTH ORDER OF BUSINESS**

**Events Update**

Event volunteer, Kaila, provided updates on food trucks and requested clarification on a community market. Mr. Broadus advised that arts & crafts are allowable, vendors may be possible in the future with a waiver that Mr. Broadus would provide.

Ms. Cooper reviewed the MOU regarding Strongroom.

Ms. Cooper reviewed letter of resignation received by Supervisor Lockley.

On MOTION by Mr. Reyes seconded by Ms. Alford-Roberson, with all in favor Supervisor Lockley resignation was accepted. 3-0

Board requested a review of resumes for seat 2 be included on the May 8 agenda.

**ELEVENTH ORDER OF BUSINESS**

**Consent Agenda**

- A. Approval of Minutes of the March 13, 2024 Regular Meeting**
- B. Approval of Minutes of the March 27, 2024 Continued Regular Meeting**
- C. Consideration of Operation and Maintenance Expenditures February 2024**
- D. Acceptance of the Financials and Approval of the Check Register for February 2024**

On MOTION by Mr. Timmer seconded by Mr. Reyes, with all in favor the consent agenda was approved. 3-0

**TWELFTH ORDER OF BUSINESS**

**Supervisors’ Requests or Comments**

There being none, the next order of business followed.

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

On MOTION by Mr. Reyes seconded by Mr. Timmer, with all in favor, meeting was adjourned at 7:56 p.m. 3-0

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Jayna Cooper  
District Manager

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Juan Carlos Reyes  
Chairperson



**13B**

**VENTANA CDD**  
**Summary of Operations and Maintenance Invoices**

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
<b>Monthly Contract</b>				
CHARTER COMMUNICATIONS	0124 030124 ACH	\$184.97		INTERNET - MARCH 2024
FIRST CHOICE AQUATIC WEED	94394	\$826.00		WATERWAY - MARCH 2024
INFRAMARK LLC	111466	\$8,470.83		DISTRICT INVOICE MARCH 2024
INFRAMARK LLC	112658	\$420.54	\$8,891.37	DISTRICT SERVICES MARCH 2024
REPUBLIC SERVICES #696	0696-001166599	\$179.39		GARBAGE - MARCH 2024
YELLOWSTONE LANDSCAPE	TM 669915	\$16,245.92		LANDSCAPE MAINT. - MARCH 2024
YELLOWSTONE LANDSCAPE	TM 673666	\$16,245.92	\$32,491.84	LANDSCAPE MAINT. - APRIL 2024
ZEBRA CLEANING TEAM	6896	\$1,650.00		POOL SERVICE - MARCH 2024
<b>Monthly Contract Subtotal</b>		<b>\$44,223.57</b>		
<b>Variable Contract</b>				
STRALEY ROBIN VERICKER	24210	\$2,082.50		GENERAL CONSULTING - PROFESSIONAL SERVICES THRU - 02/29/24
<b>Variable Contract Subtotal</b>		<b>\$2,082.50</b>		
<b>Utilities</b>				
BOCC	8430 031824 ACH	\$282.05		WATER - 02/13/24-03/14/24
TECO	1918 030724 ACH	\$989.37		ELECTRIC - 02/02/24-03/01/24
TECO	4538 030724 ACH	\$51.92		ELECTRIC - 02/02/24-03/01/24
TECO	6013 030624 ACH	\$23,094.86	\$24,136.15	BULK BILLING - ELECTRIC
<b>Utilities Subtotal</b>		<b>\$24,418.20</b>		
<b>Regular Services</b>				
ACTION SECURITY, INC	25483	\$220.00		LABOR - 02/26/24
AIR-RICS AC LLC	4501	\$125.00		MEMBERSHIP TUNE UP
ASHLEY NOPLIS	CRF 032124	\$67.53		EASTER EVENT
HOME TEAM PEST DEFENSE	99668264	\$165.00		PEST CONTROL
MPS INVESTIGATIONS & GUARD SERVICES	20240022	\$750.00		SECURITY - 03/11/24-03/16/24
SPEAREM ENTERPRISES	5989	\$704.00		CLEANING AREAS AND MAINT SVC
SPEAREM ENTERPRISES	5993	\$340.00	\$1,044.00	DOG WASTE CANS
TAMPA BAY TIMES	332354 022824	\$471.50		AD SERVICES
VENTANA CDD	03042024-01	\$1,117.96		SERIES 2018 FY24 TAX DIST ID 665
VENTANA CDD	03042024-02	\$102.54	\$1,220.50	SERIES 2021 FY24 TAX DIST ID 665
YELLOWSTONE LANDSCAPE	TM 665774	\$4,146.14		IRR INSPECTION 01/17/23
YELLOWSTONE LANDSCAPE	TM 665775	\$8,949.50		IRR- REPAIR FOUND 02/09/24
YELLOWSTONE LANDSCAPE	TM 668851	\$21,997.50	\$35,093.14	MULCH INSTALL
<b>Regular Services Subtotal</b>		<b>\$39,156.67</b>		

<b>VENTANA CDD</b> <b>Summary of Operations and Maintenance Invoices</b>
---

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
		\$0.00		
<b>Additional Services</b>		<b>\$0.00</b>		
<b>Additional Services Subtotal</b>		<b>\$0.00</b>		
<b>TOTAL</b>		<b>\$109,880.94</b>		

Approved (with any necessary revisions noted):

\_\_\_\_\_  
 Signature:

Title (Check one):

Chariman     Vice Chariman     Assistant Secretary

March 1, 2024  
 Invoice Number: 2455297030124  
 Account Number: 8337 12 028 2455297  
 Security Code: XXXXXXXXXX  
 Service At: 11101 VENTANA GROVES BLVD  
 RIVERVIEW FL 33578-9426

**Auto Pay Notice**

**Contact Us**

Visit us at [SpectrumBusiness.net](http://SpectrumBusiness.net)  
 Or, call us at 855-252-0675

**NEWS AND INFORMATION**

**NOTE.** Taxes, Fees and Charges listed in the Summary only apply to Spectrum Business TV and Spectrum Business Internet and are detailed on the following page. Taxes, Fees and Charges for Spectrum Business Voice are detailed in the Billing Information section.

**IMPORTANT BILLING UPDATE.** Your current Promotional Discount is about to expire. As a valued customer, we are pleased to provide you with a new Promotional Discount off of our standard rates. The new Promotional Discount will be effective with your next statement.



**Summary** *Service from 03/01/24 through 03/31/24  
 details on following pages*

Previous Balance	182.96
Payments Received -Thank You!	-182.96
<b>Remaining Balance</b>	<b>\$0.00</b>
Spectrum Business™ Internet	154.98
Spectrum Business™ Voice	29.99
Other Charges	0.00
Current Charges	\$184.97
<b>YOUR AUTO PAY WILL BE PROCESSED 03/18/24</b>	
<b>Total Due by Auto Pay</b>	<b>\$184.97</b>

**Thank you for choosing Spectrum Business.**  
 We appreciate your prompt payment and value you as a customer.

**Auto Pay.** Thank you for signing up for auto pay. Please note your payment may be drafted and posted to your Spectrum Business account the day after your transaction is scheduled to be processed by your bank.



4145 S. FALKENBURG RD RIVERVIEW FL 33578-8652  
 8633 2390 NO RP 01 03022024 NNNNNNNN 01 004836 0015

VENTANA CDD  
 2005 PAN AM CIR STE 300  
 TAMPA FL 33607-6008

Received

MAR 07

March 1, 2024

VENTANA CDD

Invoice Number: 2455297030124  
 Account Number: 8337 12 028 2455297  
 Service At: 11101 VENTANA GROVES BLVD  
 RIVERVIEW FL 33578-9426

**Total Due by Auto Pay** **\$184.97**



CHARTER COMMUNICATIONS  
 PO BOX 7186  
 PASADENA CA 91109-7186



833712028245529700184978

Invoice Number: VENTANA CDD  
2455297030124  
Account Number: 8337 12 028 2455297  
Security Code: [REDACTED]

**Contact Us**  
Visit us at [SpectrumBusiness.net](http://SpectrumBusiness.net)  
Or, call us at **866-252-0675**  
8633 2290 NO RP 01 03022024 NNNNNNNN 01 004838 0015

**Charge Details**

Previous Balance		182.96
EFT Payment	02/18	-182.96
<b>Remaining Balance</b>		<b>\$0.00</b>

**Other Charges Continued**

<b>Current Charges</b>	<b>\$184.97</b>
<b>Total Due by Auto Pay</b>	<b>\$184.97</b>

Payments received after 03/01/24 will appear on your next bill.

Service from 03/01/24 through 03/31/24

**Spectrum Business™ Internet**

Spectrum WiFi	0.00
Security Suite	0.00
Domain Name	0.00
Vanity Email	0.00
Static IP 1	19.99
Spectrum Business Internet Ultra	199.99
Promotional Discount	-75.00
Business WiFi	10.00
	<b>\$164.88</b>

**Spectrum Business™ Internet Total \$154.98**

**Spectrum Business™ Voice**

<b>Phone number (813) 374-2832</b>	
Spectrum Business Voice	49.99
Promotional Discount	-20.00
	<b>\$29.99</b>

For additional call details,  
please visit [SpectrumBusiness.net](http://SpectrumBusiness.net)

**Spectrum Business™ Voice Total \$29.99**

**Other Charges**

Payment Processing	5.00
B Autopay	-5.00
<b>Other Charges Total</b>	<b>\$0.00</b>

**Billing Information**

**Tax and Fees** - This statement reflects the current taxes and fees for your area (including sales, excise, user taxes, etc.). These taxes and fees may change without notice. Visit [spectrum.net/taxesandfees](http://spectrum.net/taxesandfees) for more information.

**Spectrum Terms and Conditions of Service** - In accordance with the Spectrum Business Services Agreement, Spectrum services are billed on a monthly basis. Spectrum does not provide credits for monthly subscription services that are cancelled prior to the end of the current billing month.

**Terms & Conditions** - Spectrum's detailed standard terms and conditions for service are located at [spectrum.com/policies](http://spectrum.com/policies).

**Notice** - Nonpayment of any portion of your cable television, high-speed data, and/or Digital Phone service could result in disconnection of any of your Spectrum provided services.

**Authorization to Convert your Check to an Electronic Funds Transfer Debit** - If your check is returned, you expressly authorize your bank account to be electronically debited for the amount of the check plus any applicable fees. The use of a check for payment is your acknowledgment and acceptance of this policy and its terms and conditions.

**The following taxes, fees and surcharges are included in the price of the applicable service - . FEES AND CHARGES:** E911 Fee \$0.40, Federal USF \$1.78, Florida CST \$3.17, Sales Tax \$0.03, TRS Surcharge \$0.09.



Continued on the next page...

Local Spectrum Store: 12970 S US Hwy 301, Suite 105, Riverview FL 33579 Store Hours: Mon thru Sat - 10:00am to 8:00pm; Sun - 12:00pm to 5:00pm

Local Spectrum Store: 872 Brandon Town Center Mall, Brandon FL 33511 Store Hours: Mon thru Sat - 10:00am to 8:00pm and Sun - 12:00pm to 5:00pm



For questions or concerns, please call **1-866-519-1263**.





# Invoice

First Choice Aquatic Weed Management, LLC

P.O. Box 593258  
Orlando, FL 32859

Phone: 407-859-2020  
Fax: 407-859-3275

Date	Invoice #
3/8/2024	94394

Bill To
Ventana CDD c/o Inframark 2005 Pan Am Circle, Suite 300 Tampa, FL 33607

Customer P.O. No.	Payment Terms	Due Date
	Net 30	4/7/2024

Description	Amount
Monthly waterway service for 10 ponds associated with Ventana CDD	826.00

Thank you for your business.

<b>Total</b>	\$826.00
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$826.00



Lake & Wetland Customer Service Report

Job Name: \_\_\_\_\_  
Customer Number: 444 Customer: FCA - VENTANA CDD  
Technician: Dakota  
Date: 03/06/2024 Time: 09:47 AM  
Customer Signature: \_\_\_\_\_

Waterway Treatment	Algae	Submersed Weeds	Grasses and brush	Floating Weeds	Blue Dye	Inspection	Request for Service	Restriction	# of days
2			X						
1			X						
4			X						
3			X						
5			X						
7			X						

**CLARITY**  
 < 1'  
 1-2'  
 2-4'  
 > 4'

**FLOW**  
 None  
 Slight  
 Visible

**METHOD**  
 ATV  
 Airboat  
 Backpack

Boat  
 Truck

**CARP PROGRAM**  
 Carp observed  
 Barrier Inspected

**WATER LEVEL**  
 High  
 Normal  
 Low

**WEATHER**  
 Clear  
 Cloudy  
 Windy  
 Rainy

**FISH and WILDLIFE OBSERVATIONS**

Alligator  
 Anhinga  
 Bass  
 Bream

Catfish  
 Coots  
 Cormorant  
 Egrets

Gallinules  
 Gambusia  
 Herons  
 Ibis

Osprey  
 Otter  
 Snakes  
 Turtles

Woodstork  
 \_\_\_\_\_  
 \_\_\_\_\_

**NATIVE WETLAND HABITAT MAINTENANCE**

Arrowhead  
 Bacopa  
 Blue Flag Iris

Bulrush  
 Chara  
 Cordgrass

Golden Canna  
 Gulf Spikerush  
 Lily

**Beneficial Vegetation Notes:**

Naiad  
 Pickerelweed  
 Soft Rush

\_\_\_\_\_  
 \_\_\_\_\_











# INVOICE

2002 West Grand Parkway North  
 Suite 100  
 Katy, TX 77449

**INVOICE#**

#111466

**DATE**

3/1/2024

**CUSTOMER ID**

C2292

**NET TERMS**

Net 30

**PO#**

**DUE DATE**

3/31/2024

**BILL TO**

Ventana CDD  
 2005 Pan Am Cir Ste 300  
 Tampa FL 33607-6008  
 United States

Services provided for the Month of: March 2024

DESCRIPTION	QTY	UOM	RATE	MARKUP	AMOUNT
Personnel Services	1	Ea	2,333.33		2,333.33
Accounting Services	1	Ea	562.50		562.50
District Management	1	Ea	3,750.00		3,750.00
Website Maintenance / Admin	1	Ea	125.00		125.00
Field Management	1	Ea	1,000.00		1,000.00
Dissemination Services	1	Ea	700.00		700.00
<b>Subtotal</b>					<b>8,470.83</b>

<b>Subtotal</b>	\$8,470.83
<b>Tax</b>	\$0.00
<b>Total Due</b>	\$8,470.83

**Remit To : Inframark LLC, PO BOX 733778, Dallas, Texas, 75373-3778**

*To pay by Credit Card, please contact us at 281-578-4299, 9:00am - 5:30pm EST, Monday – Friday. A surcharge fee may apply.*

*To pay via ACH or Wire, please refer to our banking information below:*

*Account Name: INFRAMARK, LLC*

*ACH - Bank Routing Number: 111000614 / Account Number: 912593196*

*Wire - Bank Routing Number: 021000021 / SWIFT Code: CHASUS33 / Account Number: 912593196*

*Please include the Customer ID and the Invoice Number on your form of payment.*



# INVOICE

2002 West Grand Parkway North  
 Suite 100  
 Katy, TX 77449

**INVOICE#**

#112658

**DATE**

3/28/2024

**CUSTOMER ID**

C2292

**NET TERMS**

Net 30

**PO#**

**DUE DATE**

4/27/2024

**BILL TO**

Ventana CDD  
 2005 Pan Am Cir Ste 300  
 Tampa FL 33607-6008  
 United States

Services provided for the Month of: March 2024

DESCRIPTION	QTY	UOM	RATE	MARKUP	AMOUNT
Jana Cooper- Amazon Charges \$209.73, Francis Franco-WALMART : security system \$200.99	1	Ea	410.72		410.72
Postage	13	Ea	0.64		8.32
B/W Copies	10	Ea	0.15		1.50
<b>Subtotal</b>					<b>420.54</b>

<b>Subtotal</b>	\$420.54
<b>Tax</b>	\$0.00
<b>Total Due</b>	\$420.54

**Remit To : Inframark LLC, PO BOX 733778, Dallas, Texas, 75373-3778**

To pay by Credit Card, please contact us at 281-578-4299, 9:00am - 5:30pm EST, Monday – Friday. A surcharge fee may apply.

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Wire - Bank Routing Number: 021000021 / SWIFT Code: CHASUS33 / Account Number: 912593196

Please include the Customer ID and the Invoice Number on your form of payment.



5210 W Linebaugh Ave  
Tampa FL 33624-503434

Customer Service (813) 265-0292  
RepublicServices.com/Support

**Important Information**

It's easy to go paperless! Sign up for Paperless Billing at RepublicServices.com and enjoy the convenience of managing your account anytime, anywhere, on any device.

Account Number 3-0696-0044293  
Invoice Number 0696-001166599  
Invoice Date February 17, 2024  
Previous Balance \$179.39  
Payments/Adjustments -\$179.39  
Current Invoice Charges \$179.39

<b>Autopayment</b> <b>\$179.39</b>	<b>Payment Due Date</b> <b>March 08, 2024</b>
---------------------------------------	--

**PAYMENTS/ADJUSTMENTS**

Description	Reference	Amount
Payment - Thank You 02/06	5555555	-\$179.39

**CURRENT INVOICE CHARGES**

Description	Reference	Quantity	Unit Price	Amount
<b>The Club At Ventana 11101 Ventana Groves Boulevard CSA A217802976</b>				
<b>Riverview, FL Contract: 9696002 (C1)</b>				
<b>1 Waste Container 4 Cu Yd, 1 Lift Per Week</b>				
<b>Disposal:SOUTH CO - CLASS 1</b>				
Pickup Service 03/01-03/31			\$170.39	\$170.39
Container Refresh 03/01-03/31		1.0000	\$9.00	\$9.00
<b>CURRENT INVOICE CHARGES, AutoPayment due on March 08, 2024</b>				<b>\$179.39</b>

Simple account access at your fingertips.

Download the Republic Services app or visit RepublicServices.com today.



5210 W Linebaugh Ave  
Tampa FL 33624-503434

Do not Pay  
\* Thank You For Your Automatic Payment \*

<b>Autopayment</b>	<b>\$179.39</b>
<b>Payment Due Date</b>	<b>March 08, 2024</b>
<b>Account Number</b>	<b>3-0696-0044293</b>
<b>Invoice Number</b>	<b>0696-001166599</b>

Address Service Requested

Received

FEB 26 2024

For Billing Address Changes  
Check Box and Complete Reverse

Make Checks Payable To:



00003920  
#212

THE CLUB AT VENTANA  
RICK REIDT  
2005 PAN AM CIR  
STE 300  
TAMPA FL 33607-2359



REPUBLIC SERVICES #696  
PO BOX 9001099  
LOUISVILLE KY 40290-1099

30696004429300000011665990000179390000179390



**INVOICE**

INVOICE #	INVOICE DATE
TM 669915	3/15/2024
TERMS	PO NUMBER
Net 30	

**Bill To:**

Ventana CDD  
 c/o Inframark  
 2005 Pan Am Circle  
 Suite 300  
 Tampa, FL 33607

**Remit To:**

Yellowstone Landscape  
 PO Box 101017  
 Atlanta, GA 30392-1017

**Property Name:** Ventana CDD

**Address:** 11101 Ventana Groves Blvd.  
 Riverview, FL 33578

**Invoice Due Date:** April 14, 2024

**Invoice Amount:** \$16,245.92

Description	Current Amount
Monthly Landscape Maintenance March 2024	\$16,245.92

**Invoice Total \$16,245.92**

*Excellence*

IN COMMERCIAL LANDSCAPING

**Should you have any questions or inquiries please call (386) 437-6211.**



**INVOICE**

INVOICE #	INVOICE DATE
TM 673666	4/1/2024
TERMS	PO NUMBER
Net 30	

**Bill To:**

Ventana CDD  
 c/o Inframark  
 2005 Pan Am Circle  
 Suite 300  
 Tampa, FL 33607

**Remit To:**

Yellowstone Landscape  
 PO Box 101017  
 Atlanta, GA 30392-1017

**Property Name:** Ventana CDD

**Address:** 11101 Ventana Groves Blvd.  
 Riverview, FL 33578

**Invoice Due Date:** May 1, 2024

**Invoice Amount:** \$16,245.92

Description	Current Amount
Monthly Landscape Maintenance April 2024	\$16,245.92

**Invoice Total \$16,245.92**

*Excellence*

IN COMMERCIAL LANDSCAPING

**Should you have any questions or inquiries please call (386) 437-6211.**



Zebra Pool Cleaning Team INC.

# Invoice

P.O. BOX 3456  
Apollo Beach, FL. 33572  
813-279-0437

Date	Invoice #
3/1/2024	6896

<b>Bill To</b>
Ventana CDD 111010Ventana Groves Blvd. Riverview,, FL. 33569

<b>Ship To</b>
Ventana CDD 111010Ventana Groves Blvd. Riverview, FL. 33569

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
	Net 30		3/1/2024			

Quantity	Item Code	Description	Price Each	Amount
	Commerical Pool S...	Commercial Pool Service March	1,650.00	1,650.00

We appreciate your prompt payment.

<b>Total</b>	\$1,650.00
--------------	------------

# Straley Robin Vericker

1510 W. Cleveland Street

Tampa, FL 33606

Telephone (813) 223-9400

Federal Tax Id. - 20-1778458

Ventana Community Development District  
 c/o Inframark  
 2005 PAN AM CIRCLE, SUITE 300  
 Tampa, FL 33607

March 08, 2024  
 Client: 001470  
 Matter: 000001  
 Invoice #: 24210

Page: 1

RE: General

For Professional Services Rendered Through February 29, 2024

## SERVICES

Date	Person	Description of Services	Hours	Amount
2/5/2024	MB	REVIEW CORRESPONDENCE FROM DISTRICT BOARD OF SUPERVISOR CHAIR REGARDING DISTRICT COMMON AREA RULES; ANALYZE DISTRICT AMENITIES RULES; CORRESPONDENCE TO DISTRICT BOARD OF SUPERVISOR CHAIR REGARDING DISTRICT COMMON AREA RULES.	0.4	\$130.00
2/6/2024	MB	CONFERENCE CALL WITH DISTRICT RESIDENT'S COUNSEL REGARDING FENCE DAMAGE; ANALYZE FILE CORRESPONDENCE; ANALYZE CORRESPONDENCE FROM DISTRICT BOARD OF SUPERVISOR CHAIR REGARDING DISTRICT COMMON AREA RULES.	0.6	\$195.00
2/7/2024	MB	PREPARE FOR AND ATTEND DISTRICT BOARD MEETING.	3.7	\$1,202.50
2/8/2024	MB	REVIEW CORRESPONDENCE FROM DISTRICT INSURANCE CARRIER CLAIMS REPRESENTATIVE; ANALYZE CORRESPONDENCE FROM RESIDENT'S ATTORNEY REGARDING FENCE DAMAGE; ANALYZE CORRESPONDENCE FROM DISTRICT MANAGER; CORRESPONDENCE REGARDING CONFERENCE CALL.	0.4	\$130.00
2/15/2024	MB	REVIEW FILE CORRESPONDENCE REGARDING DISTRICT EROSION ISSUES; CONFERENCE CALL WITH DISTRICT INSURANCE CARRIER REPRESENTATIVE AND DISTRICT MANAGER REGARDING RESIDENT FENCE DAMAGE.	0.8	\$260.00

**SERVICES**

Date	Person	Description of Services	Hours	Amount
2/19/2024	MB	REVIEW CORRESPONDENCE FROM DISTRICT MANAGEMENT REGARDING PUBLICATION FOR PUBLIC HEARING ON DISTRICT RECREATIONAL FACILITIES POLICIES; EVALUATE CHANGES TO PUBLICATION AD FOR PUBLIC HEARING ON DISTRICT RECREATIONAL FACILITIES POLICIES.	0.4	\$130.00
2/28/2024	LB	REVIEW MEETING DATES FOR FY 2024/2025 BUDGET ADOPTION; PREPARE CORRESPONDENCE TO DISTRICT MANAGER TO CONFIRM SAME.	0.2	\$35.00
Total Professional Services			6.5	\$2,082.50
Total Services				\$2,082.50
Total Disbursements				\$0.00
Total Current Charges				\$2,082.50
Previous Balance				\$4,687.50
<i>Less Payments</i>				<i>(\$4,687.50)</i>
<b>PAY THIS AMOUNT</b>				<b>\$2,082.50</b>

***Please Include Invoice Number on all Correspondence***



Hillsborough County Florida

<b>CUSTOMER NAME</b> VENTANA CDD	<b>ACCOUNT NUMBER</b> 6511068430	<b>BILL DATE</b> 03/18/2024	<b>DUE DATE</b> 04/08/2024
-------------------------------------	-------------------------------------	--------------------------------	-------------------------------

Agenda Page 229



Service Address: 11101 VENTANA GROVES DR

S-Page 1 of 1

METER NUMBER	PREVIOUS DATE	PREVIOUS READ	PRESENT DATE	PRESENT READ	CONSUMPTION	READ TYPE	METER DESCRIPTION
61056880	02/13/2024	12993	03/14/2024	13121	12800 GAL	ACTUAL	WATER

**Service Address Charges**

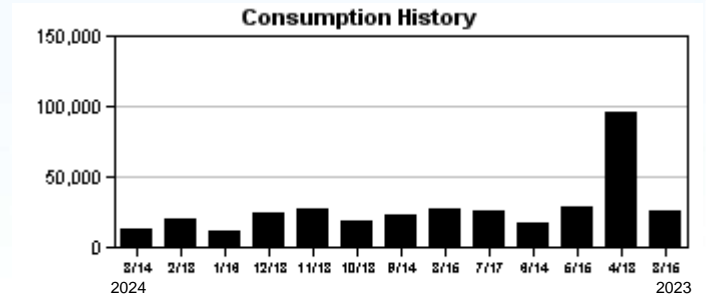
Customer Service Charge	\$5.63
Purchase Water Pass-Thru	\$38.66
Water Base Charge	\$42.00
Water Usage Charge	\$12.29
Sewer Base Charge	\$105.52
Sewer Usage Charge	\$77.95

**Summary of Account Charges**

Previous Balance	\$624.31
Net Payments - Thank You	\$-624.31
<b>Total Account Charges</b>	<b>\$282.05</b>
<b>AMOUNT DUE</b>	<b>\$282.05</b>

**Important Message**

This account has ACH payment method



Hillsborough County Florida

Make checks payable to: **BOCC**

ACCOUNT NUMBER: 6511068430



**ELECTRONIC PAYMENTS BY CHECK OR**

Automated Payment Line: (813) 276 8526  
 Internet Payments: [HCFLGov.net/WaterBill](http://HCFLGov.net/WaterBill)  
 Additional Information: [HCFLGov.net/Water](http://HCFLGov.net/Water)

**THANK YOU!**



VENTANA CDD  
2005 PAN AM CIR STE 300  
TAMPA FL 33607-6008

2.324 8

<b>DUE DATE</b>	04/08/2024
<b>AMOUNT DUE</b>	\$282.05
<b>AMOUNT PAID</b>	

0065110684308 00000282053



VENTANA COMMUNITY DEVELOPMENT DISTRICT  
10009 SYMMES RD, PH 4  
RIVERVIEW, FL 33578-9429

Statement Page 2 of 2  
Statement Date: March 07, 2024

Amount Due: \$989.37

Due Date: March 28, 2024

Account #: 221008861918

**DO NOT PAY.** Your account will be drafted on March 28, 2024

### Account Summary

Current Service Period: February 02, 2024 - March 01, 2024

Previous Amount Due \$989.37

Payment(s) Received Since Last Statement -\$989.37

Current Month's Charges \$989.37

**Amount Due by March 28, 2024 \$989.37**

Amount not paid by due date may be assessed a late payment charge and an additional deposit.



Scan here to view your account online.

## One Less Worry :)

Go paperless and get payment reminders so you never lose track of your bill.



TampaElectric.com/Paperless

000039857-0000075-Page 5 of 6

Learn about your newly redesigned bill and get deeper insights about your usage by visiting [TECOaccount.com](https://TECOaccount.com)



To ensure prompt credit, please return stub portion of this bill with your payment.

Account #: 221008861918

Due Date: March 28, 2024

**Pay your bill online at TampaElectric.com**

See reverse side of your paystub for more ways to pay.

Go Paperless, Go Green! Visit [TampaElectric.com/Paperless](https://TampaElectric.com/Paperless) to enroll now.

Amount Due: \$989.37

Payment Amount: \$ \_\_\_\_\_

634100214996

Your account will be drafted on March 28, 2024



VENTANA COMMUNITY DEVELOPMENT DISTRICT  
2005 PAN AM CIR, STE 300  
TAMPA, FL 33607-2529

Mail payment to:  
TECO  
P.O. BOX 31318  
TAMPA, FL 33631-3318

Make check payable to: TECO  
Please write your account number on the memo line of your check.





**Service For:**  
10009 SYMMES RD  
PH 4, RIVERVIEW, FL 33578-9429

**Account #:** 221008861918  
**Statement Date:** March 07, 2024  
**Charges Due:** March 28, 2024

**Service Period:** Feb 02, 2024 - Mar 01, 2024

**Rate Schedule:** Lighting Service

### Charge Details

<b>Electric Charges</b>		
<b>Lighting Service Items LS-1 (Bright Choices) for 29 days</b>		
Lighting Energy Charge	399 kWh @ \$0.03406/kWh	\$13.59
Fixture & Maintenance Charge	21 Fixtures	\$348.81
Lighting Pole / Wire	21 Poles	\$594.72
Lighting Fuel Charge	399 kWh @ \$0.03806/kWh	\$15.19
Storm Protection Charge	399 kWh @ \$0.03877/kWh	\$15.47
Clean Energy Transition Mechanism	399 kWh @ \$0.00036/kWh	\$0.14
Storm Surcharge	399 kWh @ \$0.00074/kWh	\$0.30
Florida Gross Receipt Tax		\$1.15
<b>Lighting Charges</b>		<b>\$989.37</b>

**Total Current Month's Charges \$989.37**

### Important Messages

**Removing Your Envelope.** We've noticed that you have been paying your bill electronically lately. To help cut down on clutter and waste, we are no longer including a remittance envelope with your bill. Should you want to mail in your payment, you can request a payment envelope by calling 813-223-0800 or simply use a regular envelope and address it to TECO P.O. Box 31318, Tampa, Florida 33631-3318.

For more information about your bill and understanding your charges, please visit [TampaElectric.com](http://TampaElectric.com)

### Ways To Pay Your Bill

- 

**Bank Draft**  
Visit [TECOaccount.com](http://TECOaccount.com) for free recurring or one time payments via checking or savings account.
- 

**In-Person**  
Find list of Payment Agents at [TampaElectric.com](http://TampaElectric.com)
- 

**Mail A Check Payments:**  
TECO  
P.O. Box 31318  
Tampa, FL 33631-3318  
Mail your payment in the enclosed envelope.
- 

**Credit or Debit Card**  
Pay by credit Card using KUBRA EZ-Pay at [TECOaccount.com](http://TECOaccount.com). Convenience fee will be charged.
- 

**Phone**  
Toll Free: **866-689-6469**
- All Other Correspondences:**  
Tampa Electric  
P.O. Box 111  
Tampa, FL 33601-0111

### Contact Us

- Online:** [TampaElectric.com](http://TampaElectric.com)
- Phone:**  
Commercial Customer Care: 866-832-6249  
Residential Customer Care: 813-223-0800 (Hillsborough)  
863-299-0800 (Polk County)  
888-223-0800 (All Other Counties)
- Hearing Impaired/TTY:** 7-1-1
- Power Outage:** 877-588-1010
- Energy-Saving Programs:** 813-275-3909

**Please Note:** If you choose to pay your bill at a location not listed on our website or provided by Tampa Electric, you are paying someone who is not authorized to act as a payment agent at Tampa Electric. You bear the risk that this unauthorized party will relay the payment to Tampa Electric and do so in a timely fashion. Tampa Electric is not responsible for payments made to unauthorized agents, including their failure to deliver or timely deliver the payment to us. Such failures may result in late payment charges to your account or service disconnection.



**VENTANA COMMUNITY DEVELOPMENT DISTRICT**  
 11411 FERN HILL DR, WELL/PMP  
 RIVERVIEW, FL 33578

Appendix Page 225  
 Statement Date: March 07, 2024

Amount Due: \$51.92

**Due Date:** March 28, 2024  
**Account #:** 211028204538

**DO NOT PAY.** Your account will be drafted on March 28, 2024

**Account Summary**

<b>Current Service Period:</b> February 02, 2024 - March 01, 2024	
Previous Amount Due	\$50.34
Payment(s) Received Since Last Statement	-\$50.34
<b>Current Month's Charges</b>	<b>\$51.92</b>
<b>Amount Due by March 28, 2024</b>	<b>\$51.92</b>

Amount not paid by due date may be assessed a late payment charge and an additional deposit.

**Your Energy Insight**

Your average daily kWh used was **14.29% higher** than it was in your previous period.



Scan here to view your account online.

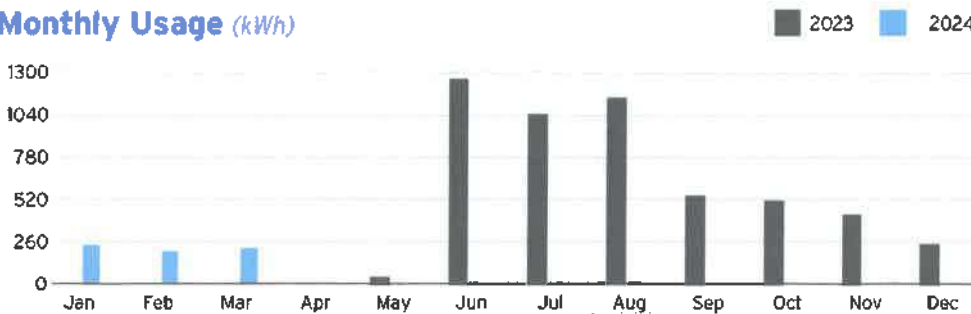
**One Less Worry :)**

Go paperless and get payment reminders so you never lose track of your bill.



[TampaElectric.com/Paperless](http://TampaElectric.com/Paperless)

**Monthly Usage (kWh)**



Learn about your newly redesigned bill and get deeper insights about your usage by visiting [TECOaccount.com](http://TECOaccount.com)



To ensure prompt credit, please return stub portion of this bill with your payment.

**Account #:** 211028204538  
**Due Date:** March 28, 2024

**Received**

MAR 13

**Pay your bill online at TampaElectric.com**  
 See reverse side of your paystub for more ways to pay.

Go Paperless, Go Green! Visit [TampaElectric.com/Paperless](http://TampaElectric.com/Paperless) to enroll now.

Amount Due: \$51.92

Payment Amount: \$ \_\_\_\_\_

668667924549

Your account will be drafted on March 28, 2024



00003857 FTECO103072423382218 06000 03 80000000 17878 004  
**VENTANA COMMUNITY DEVELOPMENT DISTRICT**  
 2005 PAN AM CIR, STE 300  
 TAMPA, FL 33607-6008

Mail payment to:  
 TECO  
 P.O. BOX 31318  
 TAMPA, FL 33631-3318

Make check payable to: TECO  
 Please write your account number on the memo line of your check.

00003857-0000073-Page 1 of 8



**Service For:**  
11411 FERN HILL DR  
WELL/PMP, RIVERVIEW, FL 33578

Account #: 211028204538  
Statement Date: March 07, 2024  
Charges Due: March 28, 2024

## Meter Read

**Service Period:** Feb 02, 2024 - Mar 01, 2024

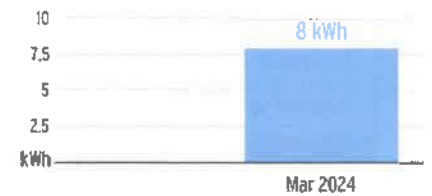
**Rate Schedule:** General Service - Non Demand

Meter Number	Read Date	Current Reading	Previous Reading	=	Total Used	Multiplier	Billing Period
1000288027	03/01/2024	5,812	5,592		220 kWh	1	29 Days

## Charge Details

Electric Charges		
Daily Basic Service Charge	29 days @ \$0.75000	\$21.00
Energy Charge	220 kWh @ \$0.08192/kWh	\$18.02
Fuel Charge	220 kWh @ \$0.03843/kWh	\$8.45
Storm Protection Charge	220 kWh @ \$0.00775/kWh	\$1.71
Clean Energy Transition Mechanism	220 kWh @ \$0.00427/kWh	\$0.94
Storm Surcharge	220 kWh @ \$0.00225/kWh	\$0.50
Florida Gross Receipt Tax		\$1.30
<b>Electric Service Cost</b>		<b>\$51.92</b>

## Avg kWh Used Per Day



## Important Messages

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**Total Current Month's Charges \$51.92**

For more information about your bill and understanding your charges, please visit [TampaElectric.com](http://TampaElectric.com)

## Ways To Pay Your Bill

- Bank Draft**  
Visit [TECOaccount.com](http://TECOaccount.com) for free recurring or one time payments via checking or savings account.
- In-Person**  
Find list of Payment Agents at [TampaElectric.com](http://TampaElectric.com)
- Mail A Check**  
**Payments:**  
TECO  
P.O. Box 31318  
Tampa, FL 33631-3318  
Mail your payment in the enclosed envelope.
- Credit or Debit Card**  
Pay by credit Card using KUBRA EZ-Pay at [TECOaccount.com](http://TECOaccount.com). Convenience fee will be charged.
- Phone**  
Toll Free: **866-689-6469**
- All Other Correspondences:**  
Tampa Electric  
P.O. Box 111  
Tampa, FL 33601-0111

## Contact Us

- Online:**  
[TampaElectric.com](http://TampaElectric.com)
- Phone:**  
**Commercial Customer Care:**  
866-832-6249  
**Residential Customer Care:**  
813-223-0800 (Hillsborough)  
863-299-0800 (Polk County)  
888-223-0800 (All Other Counties)
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7-1-1
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813-275-3909

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**VENTANA COMMUNITY DEVELOPMENT DISTRICT**  
 11411 FERN HILL DR, WELL/PMP  
 RIVERVIEW, FL 33578

Statement Date: March 06, 2024  
 Agenda Page 227

**Amount Due: \$23,094.86**

**Due Date:** March 20, 2024  
**Account #:** 321000026013

**DO NOT PAY. Your account will be drafted on March 20, 2024**

**Account Summary**

Previous Amount Due	\$11,303.17
Payment(s) Received Since Last Statement	\$0.00
Previous Statement Balance*	\$11,303.17
<b>Current Month's Charges – Due by March 20, 2024</b>	<b>\$11,791.69</b>
<b>Total Amount Due</b>	<b>\$23,094.86</b>

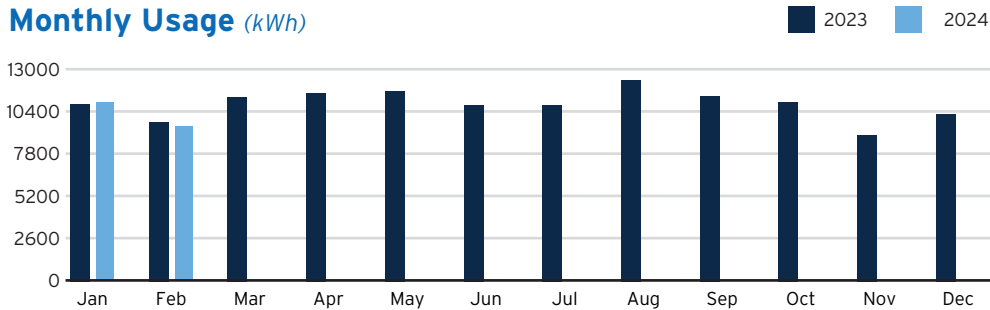
\*Amount not paid by due date may be assessed a late payment charge. Please refer to previous statement for previous statement balance due dates.

**Your Locations With The Highest Usage**

- 11101 VENTANA GROVES BL, CLB HSE, RIVERVIEW, FL 33578 **6,686 KWH**
- 11114 FERN HILL DR, GATE, RIVERVIEW, FL 33578 **2,764 KWH**

Scan here to interact with your bill online.

**Monthly Usage (kWh)**



Learn about your newly redesigned bill and get deeper insights about your usage by visiting [TECOaccount.com](https://TECOaccount.com)

**DOWNED IS DANGEROUS!**

If you see a downed power line, move a safe distance away and call 911.

Visit [TampaElectric.com/Safety](https://TampaElectric.com/Safety) for more safety tips.



To ensure prompt credit, please return stub portion of this bill with your payment.

**Pay your bill online at TampaElectric.com**  
 See reverse side of your paystub for more ways to pay.

Go Paperless, Go Green! Visit [TampaElectric.com/Paperless](https://TampaElectric.com/Paperless) to enroll now.

**Account #:** 321000026013  
**Due Date:** March 20, 2024

**Amount Due: \$23,094.86**

**Payment Amount:** \$ \_\_\_\_\_

700750002894

Your account will be drafted on March 20, 2024

VENTANA COMMUNITY DEVELOPMENT DISTRICT  
 11411 FERN HILL DR, WELL/PMP  
 RIVERVIEW, FL 33578

Mail payment to:  
 TECO  
 P.O. BOX 31318  
 TAMPA, FL 33631-3318

Make check payable to: TECO  
 Please write your account number on the memo line of your check.

## Summary of Charges by Service Address

Account Number: 321000026013

### Energy Usage From Last Month

▲ Increased
 = Same
 ▼ Decreased

**Service Address:** 10370 SYMMES RD, RIVERVIEW, FL 33578

**Sub-Account Number:** 221007554076

Meter	Read Date	Current	-	Previous	=	Total Used	Multiplier	Billing Period	Amount
1000605340	02/01/2024	48,045		47,995		50 kWh	1	29 Days	<b>\$29.21</b>
									<span style="color: green;">▼</span> 28.6%

**Service Address:** 11114 FERN HILL DR, GATE, RIVERVIEW, FL 33578

**Sub-Account Number:** 221007754494

Meter	Read Date	Current	-	Previous	=	Total Used	Multiplier	Billing Period	Amount
1000605350	02/01/2024	37,561		34,797		2,764 kWh	1	29 Days	<b>\$403.94</b>
									<span style="color: green;">▼</span> 9.6%

**Service Address:** 9935 SYMMES RD PH 2A, LIGHTS, RIVERVIEW, FL 33579

**Sub-Account Number:** 221007762638

**Amount: \$3,486.32**

**Service Address:** VENTANA PH 1B FERN HILL DR, LIGHTS, RIVERVIEW, FL 33578

**Sub-Account Number:** 221007764683

**Amount: \$1,359.97**

**Service Address:** SYMMES RD AND VENTANA BLVD, LIGHTS, RIVERVIEW, FL 33578

**Sub-Account Number:** 221007860432

**Amount: \$577.84**

*Continued on next page →*

For more information about your bill and understanding your charges, please visit [TampaElectric.com](http://TampaElectric.com)

### Ways To Pay Your Bill



**Bank Draft**

Visit [TECOaccount.com](http://TECOaccount.com) for free recurring or one time payments via checking or savings account.



**In-Person**

Find list of Payment Agents at [TampaElectric.com](http://TampaElectric.com)



**Mail A Check**

**Payments:**  
TECO  
P.O. Box 31318  
Tampa, FL 33631-3318  
Mail your payment in the enclosed envelope.



**Credit or Debit Card**

Pay by credit Card using KUBRA EZ-Pay at [TECOaccount.com](http://TECOaccount.com). Convenience fee will be charged.



**Phone**

Toll Free: **866-689-6469**

**All Other**

**Correspondences:**  
Tampa Electric  
P.O. Box 111  
Tampa, FL 33601-0111

### Contact Us

**Online:**

[TampaElectric.com](http://TampaElectric.com)

**Phone:**

**Commercial Customer Care:**  
866-832-6249

**Residential Customer Care:**

813-223-0800 (Hillsborough)  
863-299-0800 (Polk County)  
888-223-0800 (All Other Counties)

**Hearing Impaired/TTY:**  
7-1-1

**Power Outage:**

877-588-1010

**Energy-Saving Programs:**

813-275-3909

**Please Note:** If you choose to pay your bill at a location not listed on our website or provided by Tampa Electric, you are paying someone who is not authorized to act as a payment agent at Tampa Electric. You bear the risk that this unauthorized party will relay the payment to Tampa Electric and do so in a timely fashion. Tampa Electric is not responsible for payments made to unauthorized agents, including their failure to deliver or timely deliver the payment to us. Such failures may result in late payment charges to your account or service disconnection.



## Summary of Charges by Service Address


Account Number: 321000026013

### Energy Usage From Last Month

Increased
  Same
  Decreased


**Service Address:** 10812 VENTANA GROVES BLVD, IRRG, RIVERVIEW, FL 33578

**Sub-Account Number:** 221007884853

Meter	Read Date	Current	-	Previous	=	Total Used	Multiplier	Billing Period	Amount
1000566744	02/01/2024	64,381		64,369		12 kWh	1	29 Days	<b>\$23.96</b>
									 14.3%

**Service Address:** 11101 VENTANA GROVES BL, CLB HSE, RIVERVIEW, FL 33578

**Sub-Account Number:** 221007934898

Meter	Read Date	Current	-	Previous	=	Total Used	Multiplier	Billing Period	Amount
1000813331	02/01/2024	72,250		65,564		6,686 kWh	1	29 Days	<b>\$581.52</b>
1000813331	02/01/2024	12.7		0		12.7 kWh	1	29 Days	 14.4%

**Service Address:** FERN HILL AND SYMMES RD, LIGHTS, RIVERVIEW, FL 33578

**Sub-Account Number:** 221008001598

**Amount: \$1,498.98**

**Service Address:** PH 3A CONE GROVE RD AND VENTANA BLVD, RIVERVIEW, FL 33578

**Sub-Account Number:** 221008025530

**Amount: \$1,709.89**

**Service Address:** FERN HILL PH 1A & 1C, LIGHTS, RIVERVIEW, FL 33578

**Sub-Account Number:** 221008040141

**Amount: \$2,120.06**

**Total Current Month's Charges**

**\$11,791.69**



**Sub-Account #: 221007554076**  
**Statement Date: 03/01/2024**

**Service Address:** 10370 SYMMES RD, RIVERVIEW, FL 33578

### Meter Read

**Meter Location:** IRR

**Service Period:** 01/04/2024 - 02/01/2024

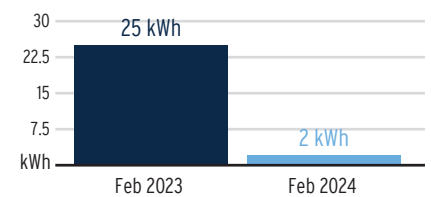
**Rate Schedule:** General Service - Non Demand

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
1000605340	02/01/2024	48,045		47,995		50 kWh	1	29 Days

### Charge Details

<b>Electric Charges</b>		
Daily Basic Service Charge	29 days @ \$0.75000	\$21.75
Energy Charge	50 kWh @ \$0.08192/kWh	\$4.10
Fuel Charge	50 kWh @ \$0.03843/kWh	\$1.92
Storm Protection Charge	50 kWh @ \$0.00775/kWh	\$0.39
Clean Energy Transition Mechanism	50 kWh @ \$0.00427/kWh	\$0.21
Storm Surcharge	50 kWh @ \$0.00225/kWh	\$0.11
Florida Gross Receipt Tax		\$0.73
<b>Electric Service Cost</b>		<b>\$29.21</b>

### Avg kWh Used Per Day



**Current Month's Electric Charges** **\$29.21**

*Billing information continues on next page →*



**Sub-Account #: 221007754494**  
**Statement Date: 03/01/2024**

**Service Address:** 11114 FERN HILL DR, GATE, RIVERVIEW, FL 33578

### Meter Read

**Service Period:** 01/04/2024 - 02/01/2024

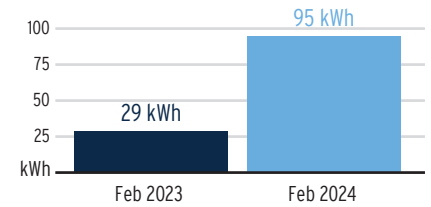
**Rate Schedule:** General Service - Non Demand

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
1000605350	02/01/2024	37,561		34,797		2,764 kWh	1	29 Days

### Charge Details

⚡ Electric Charges		
Daily Basic Service Charge	29 days @ \$0.75000	\$21.75
Energy Charge	2,764 kWh @ \$0.08192/kWh	\$226.43
Fuel Charge	2,764 kWh @ \$0.03843/kWh	\$106.22
Storm Protection Charge	2,764 kWh @ \$0.00775/kWh	\$21.42
Clean Energy Transition Mechanism	2,764 kWh @ \$0.00427/kWh	\$11.80
Storm Surcharge	2,764 kWh @ \$0.00225/kWh	\$6.22
Florida Gross Receipt Tax		\$10.10
<b>Electric Service Cost</b>		<b>\$403.94</b>

### Avg kWh Used Per Day



**Current Month's Electric Charges \$403.94**

Billing information continues on next page →




Sub-Account #: 221007762638  
Statement Date: 03/01/2024

**Service Address:** 9935 SYMMES RD PH 2A, LIGHTS, RIVERVIEW, FL 33579

**Service Period:** 01/04/2024 - 02/01/2024

**Rate Schedule:** Lighting Service

### Charge Details

 <b>Electric Charges</b>		
<b>Lighting Service Items LS-1 (Bright Choices) for 29 days</b>		
Lighting Energy Charge	1406 kWh @ \$0.03406/kWh	\$47.89
Fixture & Maintenance Charge	74 Fixtures	\$1229.14
Lighting Pole / Wire	74 Poles	\$2095.68
Lighting Fuel Charge	1406 kWh @ \$0.03806/kWh	\$53.51
Storm Protection Charge	1406 kWh @ \$0.03877/kWh	\$54.51
Clean Energy Transition Mechanism	1406 kWh @ \$0.00036/kWh	\$0.51
Storm Surcharge	1406 kWh @ \$0.00074/kWh	\$1.04
Florida Gross Receipt Tax		\$4.04
<b>Lighting Charges</b>		<b>\$3,486.32</b>

**Current Month's Electric Charges \$3,486.32**

*Billing information continues on next page →*




Sub-Account #: 221007764683  
Statement Date: 03/01/2024

**Service Address:** VENTANA PH 1B FERN HILL DR, LIGHTS, RIVERVIEW, FL 33578

**Service Period:** 01/04/2024 - 02/01/2024

**Rate Schedule:** Lighting Service

### Charge Details

 <b>Electric Charges</b>		
<b>Lighting Service Items LS-1 (Bright Choices) for 29 days</b>		
Lighting Energy Charge	513 kWh @ \$0.03406/kWh	\$17.47
Fixture & Maintenance Charge	27 Fixtures	\$448.47
Lighting Pole / Wire	27 Poles	\$764.64
Lighting Fuel Charge	513 kWh @ \$0.03806/kWh	\$19.52
Storm Protection Charge	513 kWh @ \$0.03877/kWh	\$19.89
Clean Energy Transition Mechanism	513 kWh @ \$0.00036/kWh	\$0.18
Storm Surcharge	513 kWh @ \$0.00074/kWh	\$0.38
Florida Gross Receipt Tax		\$1.47
Franchise Fee		\$83.32
Municipal Public Service Tax		\$4.63
<b>Lighting Charges</b>		<b>\$1,359.97</b>

**Current Month's Electric Charges \$1,359.97**

*Billing information continues on next page →*






Sub-Account #: 221007860432  
Statement Date: 03/01/2024

**Service Address:** SYMMES RD AND VENTANA BLVD, LIGHTS, RIVERVIEW, FL 33578

**Service Period:** 01/04/2024 - 02/01/2024

**Rate Schedule:** Lighting Service

### Charge Details

 <b>Electric Charges</b>		
<b>Lighting Service Items LS-1 (Bright Choices) for 29 days</b>		
Lighting Energy Charge	297 kWh @ \$0.03406/kWh	\$10.12
Fixture & Maintenance Charge	11 Fixtures	\$232.21
Lighting Pole / Wire	11 Poles	\$311.52
Lighting Fuel Charge	297 kWh @ \$0.03806/kWh	\$11.30
Storm Protection Charge	297 kWh @ \$0.03877/kWh	\$11.51
Clean Energy Transition Mechanism	297 kWh @ \$0.00036/kWh	\$0.11
Storm Surcharge	297 kWh @ \$0.00074/kWh	\$0.22
Florida Gross Receipt Tax		\$0.85
<b>Lighting Charges</b>		<b>\$577.84</b>

**Current Month's Electric Charges \$577.84**

Billing information continues on next page →



**Sub-Account #: 221007884853**  
**Statement Date: 03/01/2024**

**Service Address:** 10812 VENTANA GROVES BLVD, IRRG, RIVERVIEW, FL 33578

### Meter Read

**Meter Location:** IRRIGATION

**Service Period:** 01/04/2024 - 02/01/2024

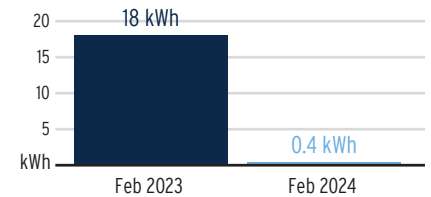
**Rate Schedule:** General Service - Non Demand

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
1000566744	02/01/2024	64,381		64,369		12 kWh	1	29 Days

### Charge Details

Electric Charges		
Daily Basic Service Charge	29 days @ \$0.75000	\$21.75
Energy Charge	12 kWh @ \$0.08192/kWh	\$0.98
Fuel Charge	12 kWh @ \$0.03843/kWh	\$0.46
Storm Protection Charge	12 kWh @ \$0.00775/kWh	\$0.09
Clean Energy Transition Mechanism	12 kWh @ \$0.00427/kWh	\$0.05
Storm Surcharge	12 kWh @ \$0.00225/kWh	\$0.03
Florida Gross Receipt Tax		\$0.60
<b>Electric Service Cost</b>		<b>\$23.96</b>

### Avg kWh Used Per Day



**Current Month's Electric Charges \$23.96**

*Billing information continues on next page →*

**Service Address:** 11101 VENTANA GROVES BL, CLB HSE, RIVERVIEW, FL 33578

## Meter Read

**Meter Location:** CLUB HOUSE

**Service Period:** 01/04/2024 - 02/01/2024

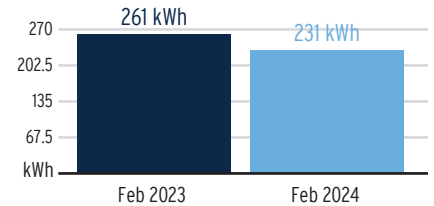
**Rate Schedule:** General Service Demand - Standard

Meter Number	Read Date	Current Reading	-	Previous Reading	=	Total Used	Multiplier	Billing Period
1000813331	02/01/2024	72,250		65,564		6,686 kWh	1	29 Days
1000813331	02/01/2024	12.7		0		12.7 kW	1	29 Days

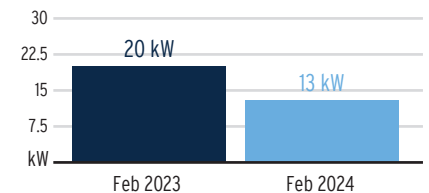
## Charge Details

Electric Charges		
Daily Basic Service Charge	29 days @ \$1.08000	\$31.32
Billing Demand Charge	13 kW @ \$14.20000/kW	\$184.60
Energy Charge	6,686 kWh @ \$0.00736/kWh	\$49.21
Fuel Charge	6,686 kWh @ \$0.03843/kWh	\$256.94
Capacity Charge	13 kW @ \$0.20000/kW	\$2.60
Storm Protection Charge	13 kW @ \$0.72000/kW	\$9.36
Energy Conservation Charge	13 kW @ \$0.73000/kW	\$9.49
Environmental Cost Recovery	6,686 kWh @ \$0.00081/kWh	\$5.42
Clean Energy Transition Mechanism	13 kW @ \$1.12000/kW	\$14.56
Storm Surcharge	6,686 kWh @ \$0.00052/kWh	\$3.48
Florida Gross Receipt Tax		\$14.54
<b>Electric Service Cost</b>		<b>\$581.52</b>

## Avg kWh Used Per Day



## Billing Demand (kW)



## Load Factor



Decreasing the proportion of your electricity utilized at peak will improve your load factor.

**Current Month's Electric Charges \$581.52**

Billing information continues on next page →




Sub-Account #: 221008001598  
Statement Date: 03/01/2024

**Service Address:** FERN HILL AND SYMMES RD, LIGHTS, RIVERVIEW, FL 33578

**Service Period:** 01/04/2024 - 02/01/2024

**Rate Schedule:** Lighting Service

### Charge Details

 <b>Electric Charges</b>		
<b>Lighting Service Items LS-1 (Bright Choices) for 29 days</b>		
Lighting Energy Charge	544 kWh @ \$0.03406/kWh	\$18.53
Fixture & Maintenance Charge	34 Fixtures	\$318.92
Lighting Pole / Wire	34 Poles	\$1117.58
Lighting Fuel Charge	544 kWh @ \$0.03806/kWh	\$20.70
Storm Protection Charge	544 kWh @ \$0.03877/kWh	\$21.09
Clean Energy Transition Mechanism	544 kWh @ \$0.00036/kWh	\$0.20
Storm Surcharge	544 kWh @ \$0.00074/kWh	\$0.40
Florida Gross Receipt Tax		\$1.56
<b>Lighting Charges</b>		<b>\$1,498.98</b>

**Current Month's Electric Charges \$1,498.98**

Billing information continues on next page →




Sub-Account #: 221008025530  
Statement Date: 03/01/2024

**Service Address:** PH 3A CONE GROVE RD AND VENTANA BLVD, RIVERVIEW, FL 33578

**Service Period:** 01/04/2024 - 02/01/2024

**Rate Schedule:** Lighting Service

### Charge Details

 <b>Electric Charges</b>		
<b>Lighting Service Items LS-1 (Bright Choices) for 29 days</b>		
Lighting Energy Charge	670 kWh @ \$0.03406/kWh	\$22.82
Fixture & Maintenance Charge	37 Fixtures	\$535.04
Lighting Pole / Wire	37 Poles	\$1097.89
Lighting Fuel Charge	670 kWh @ \$0.03806/kWh	\$25.50
Storm Protection Charge	670 kWh @ \$0.03877/kWh	\$25.98
Clean Energy Transition Mechanism	670 kWh @ \$0.00036/kWh	\$0.24
Storm Surcharge	670 kWh @ \$0.00074/kWh	\$0.50
Florida Gross Receipt Tax		\$1.92
<b>Lighting Charges</b>		<b>\$1,709.89</b>

**Current Month's Electric Charges \$1,709.89**

Billing information continues on next page →






Sub-Account #: 221008040141  
Statement Date: 03/01/2024

Service Address: FERN HILL PH 1A & 1C, LIGHTS, RIVERVIEW, FL 33578

Service Period: 01/04/2024 - 02/01/2024

Rate Schedule: Lighting Service

### Charge Details

 <b>Electric Charges</b>		
<b>Lighting Service Items LS-1 (Bright Choices) for 29 days</b>		
Lighting Energy Charge	855 kWh @ \$0.03406/kWh	\$29.12
Fixture & Maintenance Charge	45 Fixtures	\$747.45
Lighting Pole / Wire	45 Poles	\$1274.40
Lighting Fuel Charge	855 kWh @ \$0.03806/kWh	\$32.54
Storm Protection Charge	855 kWh @ \$0.03877/kWh	\$33.15
Clean Energy Transition Mechanism	855 kWh @ \$0.00036/kWh	\$0.31
Storm Surcharge	855 kWh @ \$0.00074/kWh	\$0.63
Florida Gross Receipt Tax		\$2.46
<b>Lighting Charges</b>		<b>\$2,120.06</b>

**Current Month's Electric Charges \$2,120.06**

**Total Current Month's Charges \$11,791.69**

### Important Messages

**Removing Your Envelope.** We've noticed that you have been paying your bill electronically lately. To help cut down on clutter and waste, we are no longer including a remittance envelope with your bill. Should you want to mail in your payment, you can request a payment envelope by calling 813-223-0800 or simply use a regular envelope and address it to TECO P.O. Box 31318, Tampa, Florida 33631-3318.

**ACTION SECURITY, INC.**  
 1505 Manor Rd  
 Englewood, FL 34223  
 Sales@ActionSecurityFL.com

# Invoice



BILL TO
Ventana Groves CDD
Ventana Groves CDD
c/o Inframark
2005 Pan Am Circle, Suite 300
Tampa, Fl
33607

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
25483	03/12/2024	\$220.00	04/09/2024	Due on receipt	

ACTIVITY	QTY	RATE	AMOUNT
<b>Labor</b> 2/26/2024 Provided service per customer request, to checkout report o main gate to pool is not locking down. Inspected equipment and adjusted catch plate at maglock that was obstructing. Tested and left operating properly.	1	160.00	160.00
<b>Trip charge</b>	1	60.00	60.00

FL Contractor ES12001404

**BALANCE DUE**

**\$220.00**

Thank you, we appreciate your business!



## Air-Rics Air Conditioning And Heating

Ventana pool clubhouse  
 11101 Ventana Groves Boulevard  
 Riverview, FL 33578

☎ (813) 440-7312  
 ✉ Rick.Reidt@inframark.com

Agenda Page 241	
INVOICE	#4501
SERVICE DATE	Feb 27, 2024
INVOICE DATE	Feb 27, 2024
DUE	Upon receipt
AMOUNT DUE	<b>\$125.00</b>

### CONTACT US

14137 Poke Ridge Dr  
 Riverview, FL 33579

☎ (813) 455-8785  
 ✉ Jeric86@gmail.com

Service completed by: Sonny Juarez, Gilbert Esparza

### INVOICE

Services	qty	unit price	amount
membership tune up 1 visits maintenance program	1.0	\$125.00	\$125.00
Work Done Tune up, the amps, psi's, LRA, and capacitor are up to par, the drain line and drain pan were cleared out. The condenser and evaporator coil were washed down.	1.0	\$0.00	\$0.00
<b>Total</b>			<b>\$125.00</b>

Thank you for your business and entrusting us to service you.

CAC1819889

# CHECK REQUEST FORM

**District Name:** Ventana CDD

**Date:** 3/21/24

**Invoice Number:**

**Please issue a check to:**

**Vendor Name:** Ashley Noplis

**Vendor No.:**

**Check amount:** \$67.53

**Please code to:**

**Check Description/Reason:** Easter Event

**Mailing instructions:** 10737 Green Harvest Dr.

Riverview, FL 33578

**Due Date for Check:**

**Requestor:** Jayna Cooper

**Manager's review:**



\$67.53



Riverview - 813-387-1161  
10150 Bloomingdale Ave  
Riverview, Florida 33578-3612  
03/06/2024 10:15 AM



**APPAREL**

053030059 Spritz T \$7.00  
2 @ \$3.50 ea  
Regular Price \$5.00

**GROCERY**

055080336 SKITTLES TF \$3.29  
Regular Price \$3.69

055080167 DUM DUMS TF \$3.29  
Regular Price \$3.69

055080202 SOUR PUNCH TF \$3.29  
Regular Price \$3.69

055081715 STARBURST TF \$3.29  
Regular Price \$3.69

271500125 BODYARMOR TF \$1.49

~~HEALTH AND BEAUTY~~

~~037110187 SUNSCREEN T \$15.99~~

~~SPORTING GOODS~~

~~091120172 Sun Squad T \$5.00~~

~~STATIONERY & OFFICE SUPPLIES~~

053030073 Spritz T \$7.00  
2 @ \$3.50 ea  
Regular Price \$5.00

053030193 PARTY FAVORS T \$4.00

053036339 Spritz T \$0.90  
Regular Price \$3.00

053036746 Spritz T \$7.50  
3 @ \$2.50 ea  
Regular Price \$5.00

053213412 Spritz T \$2.10  
Regular Price \$7.00

053030856 Party Favor T \$2.70  
3 @ \$0.90 ea  
Regular Price \$3.00

053034474 Spritz T \$6.00  
2 @ \$3.00 ea

053034402 Spritz T \$3.00

053030190 PARTY FAVORS T \$5.00

053030612 PARTY FAVORS T \$1.50  
Regular Price \$5.00

SUBTOTAL \$82.34  
T = FL TAX 7.50000 on \$82.34 \$6.18  
TOTAL \$88.52  
\*9510 DEBIT TOTAL PAYMENT \$88.52

AID: A0000000980840  
US Common Debit  
AUTH CODE: 071510





HomeTeam Pest Defense, Inc.  
 2720 South Falkenburg Road  
 Riverview, FL 33578  
 813-437-6591

**Invoice and detailed service report**  
 Agenda Page 244

**INVOICE #: 99668264**

WORK DATE: 03/08/2024

**BILL-TO 3435891**

Ventana Club House  
 Janya Cooper  
 2005 Pan Am Cir  
 Suite 120 A  
 Tampa, FL 33607-2359

Phone: 813-608-8242

**LOCATION 3435891**

Ventana Club House  
 Janya Cooper  
 11101 Ventana Groves Blvd  
 Riverview, FL 33578

Phone: 813-608-8242

**Time In:** 3/8/2024 1:08:10 PM  
**Time Out:** 3/8/2024 2:22:03 PM

**Customer Signature**

Customer Unavailable to Sign

**Technician Signature**

Austin Klein

**License #:**

Purchase Order	Terms	Service Description	Quantity	Unit Price	Amount
None	DUE UPON RECEIPT	Pest Control Service	1.00	165.00	165.00
<b>Subtotal</b>					165.00
<b>Tax</b>					0.00
<b>Total</b>					165.00
<b>Total Due:</b>					<b>165.00</b>

**Today's Service Comments**

Hi Mr/Ms Franco,

Today's 6-Point Advantage Service:

1. Inspected the exterior of your home to identify potential pest problems
2. Removed and treated cobwebs and wasps nests within reach
3. Provided conventional pest control applications
4. Treated pest entry points around doors and windows
5. Applied pest control materials around the outside perimeter of your home.
6. Provided this detailed service report.

Today's Service Comments:

Hello, this is your pest technician, Austin with Hometeam. Today I treated the Ventana Clubhouse. The pool cleaners arrived around the same time that I did, and let me inside. I brushed off all the spider eggs and spiderwebs I could find in the pool area, under the gazebos, and in the mail room. I then sprayed the perimeter of the main building and mail room and spread granular bait around the perimeter and in the mulch around the main building and around the mail room. This will help reduce future, pest activity. I also noticed a few ants coming out of the cracks around the pool, and treated for those as well. Have a great day and thank you for your business, Austin.

Curbside Call was completed : text

Thank you for choosing HomeTeam Pest Defense as your service provider.  
 Your next scheduled service month will be in April.

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<p>You may see a slight increase starting in 2024.</p>

**PRODUCTS APPLICATION SUMMARY**

Material	Lot #	EPA #	A.I. %	A.I. Conc.	Active Ingredient	Finished Qty	Undiluted Qty
Demand G		100-1240	0.0450%	n/a	Lambda-cyhalothrin	2.0000 Pound	2.0000 Pound
<b>Areas Applied:</b> Exterior perimeter							
<b>Target Pests:</b> Ants, Earwig, Roaches							

Treated Area(s) - Do not allow unprotected persons, children or pets to touch, enter or replace items or bedding, to contact or enter treated area(s) until dry. Ventilation/Reoccupying - Vacate and keep area(s) closed up to 30 minutes after treatment, then ventilate area(s) for up to 2 hours before reoccupying. Equipment/Processing/Food - Thoroughly wash dishes, utensils, food preparation/processing equipment and surfaces with an effective cleaning compound and rinse with clean water if not removed or covered during a treatment. This area should be odor free before food products are placed in the area. Exterior Applications (Baits) - Do not allow grazing or feed, lawn or sod clippings to livestock after bait applications. Do not burn treated fire wood for one month after treatment. Granular Application(s) Do not water to the point of run-off.



HomeTeam Pest Defense, Inc.  
 2720 South Falkenburg Road  
 Riverview, FL 33578  
 813-437-6591

**Invoice and detailed service report**  
 Agenda Page 245

**INVOICE #: 99668264**

WORK DATE: 03/08/2024

**PRODUCTS APPLICATION SUMMARY**

Material	Lot #	EPA #	A.I. %	A.I. Conc.	Active Ingredient	Finished Qty	Undiluted Qty
Onslaught		1021-1815	6.4000%	0.0250	cyano (3-phenoxyphenyl) methyl-(S)-4- chloro-alpha-(1-methylethyl) benzeneacetate	6.0000 Fluid Ounce	0.0234 Fluid Ounce

**Areas Applied:** Exterior entry points  
**Target Pests:** Ants, Roaches, Spiders

Material	Lot #	EPA #	A.I. %	A.I. Conc.	Active Ingredient	Finished Qty	Undiluted Qty
Tandem		100-1437	15.1000%	0.0140	Thiamethoxam 11.6%; Lambda-cyhalothrin 3.5%	1.5000 Gallon	0.0014 Gallon

**Areas Applied:** Exterior perimeter  
**Target Pests:** Ants, Roaches, Spiders

**PRODUCTS APPLIED**

Material	A.I. %	Finished Qty	Application Equipment	Time
EPA #	A.I. Concentration	Undiluted Qty	Application Method	Lot #
Onslaught	6.4000%	6.0000 Fluid Ounce	One Gallon Compressed Sprayer	2:14:33 PM
1021-1815	0.02500000	0.0234 Fluid Ounce	Spot Treatment	

**Target Pests:** Ants, Roaches, Spiders  
**Areas Applied:** Exterior entry points

**Weather:** 0°, 0 MPH

Demand G	0.0450%	2.0000 Pound	Spreader	2:14:12 PM
100-1240	n/a	2.0000 Pound	Broadcast	

**Target Pests:** Ants, Earwig, Roaches  
**Areas Applied:** Exterior perimeter

**Weather:** 0°, 0 MPH

Tandem	15.1000%	1.5000 Gallon	Backpack Compressed Sprayer	2:15:25 PM
100-1437	0.01400000	0.0014 Gallon	Perimeter	

**Target Pests:** Ants, Roaches, Spiders  
**Areas Applied:** Exterior perimeter

**Weather:** 0°, 0 MPH

**GENERAL COMMENTS / INSTRUCTIONS**

If this ticket shows a previous balance due which has been paid, please disregard & accept our thanks for your payment. If you have questions about your service or invoice, please call us at the telephone number listed above. Pay online at [www.pestdefense.com](http://www.pestdefense.com)

Treated Area(s) - Do not allow unprotected persons, children or pets to touch, enter or replace items or bedding, to contact or enter treated area(s) until dry. Ventilation/Reoccupying - Vacate and keep area(s) closed up to 30 minutes after treatment, then ventilate area(s) for up to 2 hours before reoccupying. Equipment/Processing/Food - Thoroughly wash dishes, utensils, food preparation/processing equipment and surfaces with an effective cleaning compound and rinse with clean water if not removed or covered during a treatment. This area should be odor free before food products are placed in the area. Exterior Applications (Baits) - Do not allow grazing or feed, lawn or sod clippings to livestock after bait applications. Do not burn treated fire wood for one month after treatment. Granular Application(s) Do not water to the point of run-off.

**MPS Investigations & Guard Services, Inc**

6710 Embassy Blvd Ste 204  
 Port Richey, FL 34668 US  
 (850) 399-2005  
 billing-fl@mpsent.org



**INVOICE**

**BILL TO**  
 Ventana Community Development District  
 2005 Pan Am Circle  
 STE 300  
 Tampa, FL 33607

**SHIP TO**  
 Ventana Community Development District  
 11101 Ventana Groves Blvd  
 Riverview, FL 33578

**INVOICE** 20240022  
**DATE** 03/18/2024  
**TERMS** Net 30  
**DUE DATE** 04/17/2024

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
03/11/2024	Security, Unarmed	Security Guard Services	4	30.00	120.00
03/12/2024	Security, Unarmed	Security Guard Services	4	30.00	120.00
03/13/2024	Security, Unarmed	Security Guard Services	4	30.00	120.00
03/14/2024	Security, Unarmed	Security Guard Services	4	30.00	120.00
03/15/2024	Security, Unarmed	Security Guard Services	4	30.00	120.00
03/16/2024	Security, Unarmed	Security Guard Services	5	30.00	150.00

Payable to:  
 American Funding Solutions FBO (MPS Investigations & Guard Services, Inc)  
 PO BOX 219081  
 Dept # 5082  
 Kansas City, MO 64121

**BALANCE DUE**

**\$750.00**

ABA: 067005158  
 Account: 4407196901

**Spearem Enterprises, LLC**

7842 Land O' Lakes Blvd. #335  
 Land O' Lakes, FL 34638  
 +1 8139978101  
 spearem.jmb@gmail.com



**INVOICE**

BILL TO  
 Ventana CDD  
 Inframark  
 2005 Pan Am Circle Suite 300  
 Tampa, FL 33607

INVOICE 5989  
 DATE 03/06/2024  
 TERMS Net 15  
 DUE DATE 03/21/2024

ACTIVITY	QTY	RATE	AMOUNT
Labor Cleaning following areas twice per week: Clubhouse, office, main hallway and restrooms including all trash cans in and around the clubhouse pickup trash/debris and dump trash can located at mail pavilion	4	145.00	580.00
Material Toilet Paper, Paper Towels, Hand soap, trash bags	1	74.00	74.00
Fuel Surcharge Fuel surcharge has been added to this ,months invoice due to increase in cost.	1	50.00	50.00

BALANCE DUE **\$704.00**

**Spearem Enterprises, LLC**

7842 Land O' Lakes Blvd. #335  
 Land O' Lakes, FL 34638  
 +1 8139978101  
 spearem.jmb@gmail.com



**INVOICE**

**BILL TO**  
 Ventana CDD  
 Inframark  
 2005 Pan Am Circle Suite 300  
 Tampa, FL 33607

**INVOICE** 5993  
**DATE** 03/14/2024  
**TERMS** Net 15  
**DUE DATE** 03/29/2024

ACTIVITY	QTY	RATE	AMOUNT
Labor 1 time per week service 7 dog waste cans throughout the CDD cost includes trash bags mutt mitts and disposal	4	85.00	340.00

**BALANCE DUE \$340.00**



# Tampa Bay Times

tampabay.com

Times Publishing Company  
 DEPT 3396  
 PO BOX 123396  
 DALLAS, TX 75312-3396  
 Toll Free Phone: 1 (877) 321-7355  
 Fed Tax ID 59-0482470

## ADVERTISING INVOICE

<b>Advertising Run Dates</b>	<b>Advertiser Name</b>	
02/28/24	VENTANA CDD	
<b>Billing Date</b>	<b>Sales Rep</b>	<b>Customer Account</b>
02/28/2024	Jean Mitotes	99212
<b>Total Amount Due</b>	<b>Ad Number</b>	
\$471.50	0000332354	

### PAYMENT DUE UPON RECEIPT

Start	Stop	Ad Number	Product	Placement	Description PO Number	Ins.	Size	Net Amount
02/28/24	02/28/24	0000332354	Times	Legals CLS	Notice of public hearing on proposed recreati	1	2x56 L	\$467.50
02/28/24	02/28/24	0000332354	Tampabay.com	Legals CLS	Notice of public hearing on proposed recreati AffidavitMaterial	1	2x56 L	\$0.00 \$4.00

Received  
MAR 04

PLEASE DETACH AND RETURN LOWER PORTION WITH YOUR REMITTANCE

# Tampa Bay Times

tampabay.com

DEPT 3396  
 PO BOX 123396  
 DALLAS, TX 75312-3396  
 Toll Free Phone: 1 (877) 321-7355

<b>Advertising Run Dates</b>	<b>Advertiser Name</b>	
02/28/24	VENTANA CDD	
<b>Billing Date</b>	<b>Sales Rep</b>	<b>Customer Account</b>
02/28/2024	Jean Mitotes	99212
<b>Total Amount Due</b>	<b>Ad Number</b>	
\$471.50	0000332354	

#### ADVERTISING INVOICE

Thank you for your business.

DO NOT SEND CASH BY MAIL

PLEASE MAKE CHECK PAYABLE TO: TIMES PUBLISHING COMPANY

REMIT TO:

Times Publishing Company  
 DEPT 3396  
 PO BOX 123396  
 DALLAS, TX 75312-3396

VENTANA CDD  
 [REDACTED]  
 2005 PAM AM CIRCLE #300  
 TAMPA, FL 33607

0000332354-01

**Tampa Bay Times  
Published Daily**

**STATE OF FLORIDA  
COUNTY OF Hillsborough**

Before the undersigned authority personally appeared **Jean Mitotes** who on oath says that he/she is **Legal Advertising Representative of the Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: Notice of public hearing on proposed recreational fees and policies** was published in said newspaper by print in the issues of: **2/28/24** or by publication on the newspaper's website, if authorized, on

Affiant further says the said **Tampa Bay Times** is a newspaper published in **Hillsborough** County, Florida and that the said newspaper has heretofore been continuously published in said **Hillsborough** County, Florida each day and has been entered as a second class mail matter at the post office in said **Hillsborough** 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/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

} ss

**VENTANA COMMUNITY DEVELOPMENT DISTRICT  
Notice of Public Hearing on Adopting  
Proposed Amenity Policies**

The Ventana Community Development District (the "District") hereby gives public notice of a meeting of its Board of Supervisors (the "Board") and a public hearing, to review, revise and adopt rules and rental rates for the clubhouse, all recreational facilities and District property on **Wednesday, March 13, 2024 at 6:00 p.m.** at the Ventana Clubhouse located at 11101 Ventana Groves Boulevard, Riverview, Florida 33578.

The hearing will be for the purpose of receiving input on such items, providing for efficient and effective District operations, and ensuring the costs of permitting rentals and use of the District's recreational facilities are borne in a fair manner for all user types. The proposed fees can be requested from Jayna Cooper, the District Manager via email at [Jayna.Cooper@inframark.com](mailto:Jayna.Cooper@inframark.com).

The proposed fees may be adjusted at the public hearing pursuant to discussion by the Board and public comments. At the conclusion of the hearing, the Board shall adopt the fee schedule as finally approved by the Board. The Florida Statutes being implemented include Chapter 190, Florida Statutes, generally, and Section 190.035, Florida Statutes, specifically; and provide legal authority for establishment of such fee schedule.

All interested parties may appear at the meeting and be heard. This meeting and public hearing may be continued to a date, time, and place to be specified on the record at the meeting or public hearing. If anyone chooses to appeal any decision of the Board with respect to any matter considered, such person will need a record of the proceedings and should accordingly ensure that a verbatim record of the proceedings is made that includes the testimony and evidence upon which such appeal is to be based.

A copy of the agenda will be available 7 days in advance of the meeting on the District's website at <https://ventanacdd.com/>.

In accordance with the Americans with Disabilities Act and Section 296.26, Florida Statutes, persons with disabilities needing special assistance to participate in this meeting should contact the District Manager for assistance at least 48 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 711, or 1-800-955-8771 (TTY), or 1-800-955-8770 (Voice), for aid in contacting the District Manager.

Run date: Wednesday, February 28, 2024

0000332354



Signature Affiant

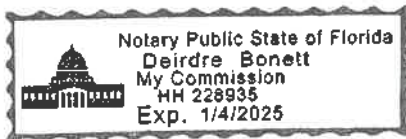
Sworn to and subscribed before me this 02/28/2024



Signature of Notary Public

Personally known     X     or produced identification

Type of identification produced \_\_\_\_\_



0000332354-01

**Tampa Bay Times  
Published Daily**

**STATE OF FLORIDA  
COUNTY OF Hillsborough**

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Run date: Wednesday, February 28, 2024 0000332354

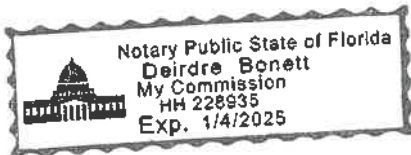
Signature Affiant

Sworn to and subscribed before me this **02/28/2024**

Signature of Notary Public

Personally known       X       or produced identification

Type of identification produced \_\_\_\_\_



**CHECK REQUEST FORM**  
**Ventana**

**Date:** 3/6/2024

**Invoice#:** 03042024-01

**Vendor#:** V00067

**Vendor Name:** Ventana

**Pay From:** Truist Acct# 1893

**Description:** Series 2018 - FY 24 Tax Dist ID 665

**Code to:** 200.103200.1000

**Amount:** \$1,117.96

**Requested By:** 3/6/2024  
Teresa Farlow

# VENTANA CDD

## DISTRICT CHECK REQUEST

<b>Today's Date</b>	<u>3/4/2024</u>
<b>Payable To</b>	<u>Ventana CDD</u>
<b>Check Amount</b>	<u>\$1,117.96</u>
<b>Check Description</b>	<u>Series 2018 - FY 24 Tax Dist. ID 665</u>
<b>Check Amount</b>	<u>\$102.54</u>
<b>Check Description</b>	<u>Series 2021 - FY 24 Tax Dist. ID 665</u>
<b>Special Instructions</b>	<u>Do not mail. Please give to Eric</u>

(Please attach all supporting documentation: invoices, receipts, etc.)

*ERIC*

\_\_\_\_\_  
Authorization

DM	
Fund	<u>001</u>
G/L	<u>20702</u>
Object Code	
Chk #	_____ Date _____



# VENTANA CDD

## TAX REVENUE RECEIPTS AND TRANSFER SCHEDULE

Fiscal Year 2024, Tax Year 2023

	Dollar Amounts	Fiscal Year 2024 Percentages		
Net O&M	\$ 1,111,313.36	48.87%	0.488700	
Net DS 18	\$ 1,065,162.21	46.84%	0.468400	99%
Net DS 21	\$ 97,694.05	4.30%	0.043000	
Net Total	2,274,169.63	100.00%	0.957100	

Date Received	Amount Received	48.87%	48.87%	46.84%	46.84%	4.30%	4.30%	Proof	Date Transferred / Distribution ID
		Raw Numbers Operations Revenue	Rounded Operations Revenue	Raw Numbers 2018 Debt Service Revenue	Rounded 2018 Debt Service Revenue	Raw Numbers 2021 Debt Service Revenue	Rounded 2021 Debt Service Revenue		
11/8/2023	6,207.62	3,033.46	3,033.46	2,907.49	2,907.49	266.67	266.67	-	644
11/17/2023	32,585.04	15,923.26	15,923.26	15,261.99	15,261.99	1,399.79	1,399.79	-	646
12/5/2023	132,690.31	64,841.48	64,841.47	62,148.71	62,148.71	5,700.13	5,700.13	-	649
11/22/2023	52,077.91	25,448.80	25,448.79	24,391.95	24,391.95	2,237.17	2,237.17	-	647
12/7/2023	1,984,422.80	969,723.43	969,723.43	929,452.30	929,452.30	85,247.07	85,247.07	-	651
12/15/2023	13,887.42	6,786.33	6,786.33	6,504.51	6,504.51	596.58	596.58	-	652
1/5/2024	14,248.64	6,962.85	6,962.85	6,673.69	6,673.69	612.09	612.09	0.01	655
2/2/2024	2,487.05	1,215.34	1,215.34	1,164.87	1,164.87	106.84	106.84	0.00	Int 2/2/24
2/7/2024	2,953.49	1,443.28	1,443.28	1,383.34	1,383.34	126.88	126.88	(0.01)	662
3/4/2024	2,386.90	1,166.40	1,166.40	1,117.96	1,117.96	102.54	102.54	-	665
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		-	-	-	-	-	-	-	
<b>TOTAL</b>	<b>2,243,947.18</b>	<b>1,096,544.63</b>	<b>1,096,544.61</b>	<b>1,051,006.80</b>	<b>1,051,006.81</b>	<b>96,395.75</b>	<b>96,395.76</b>	<b>(0.00)</b>	
<b>Net Total on Roll</b>	2,274,169.63		1,111,313.36		1,065,162.21		\$ 97,694.05		
<b>Collection Surplus / (Deficit)</b>	(30,222.45)		(14,768.75)		(14,155.40)		(1,298.29)		

Hillsborough County Tax Collector - Distribution by Agency - CURRENT YEAR - for 02-01-2024 to 02-29-2024 dated 03-05-2024. - Run 03/04/2024 11:01AM

Distribution Category	Distribution ID	Act System Num	Funding Agency	Tax	Fees	Penalty	Interest	Discount	Allocated	Commission	Distributed Amt
<b>Installment</b>	-	-	-	-	-	-	-	-	-	-	-
Real Estate Current	665	DD0124	FISHHAWK IV CDD	9,706.77	0.00	0.00	0.00	-97.07	9,609.70	192.20	9,417.50
Real Estate Current	665	DD0125	PARK CREEK CDD	5,324.07	0.00	0.00	0.00	-53.24	5,270.83	105.41	5,165.42
Real Estate Current	665	DD0126	HIDDEN CREEK CDD	7,369.32	0.00	0.00	0.00	-66.00	7,303.32	146.07	7,157.25
Real Estate Current	665	DD0129	DG FARMS CDD	9,466.20	0.00	0.00	0.00	-139.14	9,327.06	186.54	9,140.52
Real Estate Current	665	DD0131	LA COLLINA CDD	2,156.36	0.00	0.00	0.00	-21.56	2,134.80	42.69	2,092.11
Real Estate Current	665	DD0132	BALLENTRAE HILLSBOROUGH CDD	6,398.94	0.00	0.00	0.00	-63.99	6,334.95	126.70	6,208.25
Real Estate Current	665	DD0133	WYNNMERE WEST CDD	2,618.26	0.00	0.00	0.00	-26.18	2,592.08	51.84	2,540.24
Real Estate Current	665	DD0135	CARLTON LAKES CDD	11,431.95	0.00	0.00	0.00	-104.95	11,327.00	226.54	11,100.46
Real Estate Current	665	DD0137	OAKS AT SHADY CREEK CDD	5,262.14	0.00	0.00	0.00	-41.86	5,220.28	104.40	5,115.88
Real Estate Current	665	DD0138	RIVERBEND WEST CDD	4,707.85	0.00	0.00	0.00	-47.07	4,660.58	93.21	4,567.37
Real Estate Current	665	DD0140	SOUTH FORK III	10,083.26	0.00	0.00	0.00	-81.29	10,001.97	200.04	9,801.93
Real Estate Current	665	DD0141	K-BAR II CDD	27,359.20	0.00	0.00	0.00	-273.60	27,085.60	541.71	26,543.89
Real Estate Current	665	DD0142	WATERSET CENTRAL CDD	16,186.61	0.00	0.00	0.00	-162.88	16,023.73	360.47	17,663.26
Real Estate Current	665	DD0143	TOUCHSTONE CDD	19,992.71	0.00	0.00	0.00	-251.53	19,741.18	394.82	19,346.36
Real Estate Current	665	DD0144	VENTANA CDD	2,469.21	0.00	0.00	0.00	-24.60	2,435.61	48.71	2,386.90
Real Estate Current	665	DD0145	TIMBER CREEK CDD	2,069.07	0.00	0.00	0.00	-20.69	2,048.38	40.97	2,007.41
Real Estate Current	665	DD0147	BOYETTE PARK CDD	3,014.70	0.00	0.00	0.00	-30.15	2,984.55	59.69	2,924.86
Real Estate Installment	665	DD0147	BOYETTE PARK CDD	830.09	0.00	0.00	0.00	0.00	830.09	16.60	813.49
Real Estate Current, Real Estate Installment	665	DD0147	BOYETTE PARK CDD	3,844.79	0.00	0.00	0.00	-30.15	3,814.64	76.29	3,738.35
Real Estate Current	665	DD0148	SOUTHSHORE BAY CDD	414.43	0.00	0.00	0.00	-4.14	410.29	8.21	402.08
Real Estate Current	665	DD0149	CYPRESS MILL CDD	9,473.07	0.00	0.00	0.00	-91.02	9,382.05	187.64	9,194.41

**CHECK REQUEST FORM**  
**Ventana**

**Date:** 3/6/2024

**Invoice#:** 03042024-02

**Vendor#:** V00067

**Vendor Name:** Ventana

**Pay From:** Truist Acct# 1893

**Description:** Series 2021 - FY 24 Tax Dist ID 665

**Code to:** 201.103200.1000

**Amount:** \$102.54

**Requested By:** Teresa Farlow 3/6/2024

# VENTANA CDD

## DISTRICT CHECK REQUEST

<b>Today's Date</b>	<u>3/4/2024</u>
<b>Payable To</b>	<u>Ventana CDD</u>
<b>Check Amount</b>	<u>\$1,117.96</u>
<b>Check Description</b>	<u>Series 2018 - FY 24 Tax Dist. ID 665</u>
<b>Check Amount</b>	<u>\$102.54</u>
<b>Check Description</b>	<u>Series 2021 - FY 24 Tax Dist. ID 665</u>
<b>Special Instructions</b>	<u>Do not mail. Please give to Eric</u>

(Please attach all supporting documentation: invoices, receipts, etc.)

*ERIC*

\_\_\_\_\_  
Authorization

DM	
Fund	<u>001</u>
G/L	<u>20702</u>
Object Code	
Chk #	_____ Date _____





Hillsborough County Tax Collector - Distribution by Agency - CURRENT YEAR - for 02-01-2024 to 02-29-2024 dated 03-05-2024. - Run 03/04/2024 11:01AM

Distribution Category	Distribution ID	Acct System Num	Funding Agency	Tax	Fees	Penalty	Interest	Discount	Allocated	Commission	Distributed Amt
Installment	-	-	-	-	-	-	-	-	-	-	-
Real Estate Current	665	DD0124	FISHHAWK IV CDD	9,706.77	0.00	0.00	0.00	-97.07	9,609.70	192.20	9,417.50
Real Estate Current	665	DD0125	PARK CREEK CDD	5,324.07	0.00	0.00	0.00	-53.24	5,270.83	105.41	5,165.42
Real Estate Current	665	DD0126	HIDDEN CREEK CDD	7,369.32	0.00	0.00	0.00	-66.00	7,303.32	146.07	7,157.25
Real Estate Current	665	DD0129	DG FARMS CDD	9,466.20	0.00	0.00	0.00	-139.14	9,327.06	186.54	9,140.52
Real Estate Current	665	DD0131	LA COLLINA CDD	2,156.36	0.00	0.00	0.00	-21.56	2,134.80	42.89	2,092.11
Real Estate Current	665	DD0132	BALLENTRAE HILLSBOROUGH CDD	6,398.94	0.00	0.00	0.00	-63.99	6,334.95	126.70	6,208.25
Real Estate Current	665	DD0133	WYNNMERE WEST CDD	2,618.26	0.00	0.00	0.00	-26.18	2,592.08	51.84	2,540.24
Real Estate Current	665	DD0135	CARLTON LAKES CDD	11,431.95	0.00	0.00	0.00	-104.95	11,327.00	226.54	11,100.46
Real Estate Current	665	DD0137	OAKS AT SHADY CREEK CDD	5,262.14	0.00	0.00	0.00	-41.86	5,220.28	104.40	5,115.88
Real Estate Current	665	DD0138	RIVERBEND WEST CDD	4,707.65	0.00	0.00	0.00	-47.07	4,660.58	93.21	4,567.37
Real Estate Current	665	DD0140	SOUTH FORK III	10,083.26	0.00	0.00	0.00	-81.29	10,001.97	200.04	9,801.93
Real Estate Current	665	DD0141	K-BAR II CDD	27,359.20	0.00	0.00	0.00	-273.60	27,085.60	541.71	26,543.69
Real Estate Current	665	DD0142	WATERSET CENTRAL CDD	18,166.61	0.00	0.00	0.00	-162.88	18,023.73	360.47	17,663.26
Real Estate Current	665	DD0143	TOUCHSTONE CDD	19,992.71	0.00	0.00	0.00	-251.53	19,741.18	394.82	19,346.36
Real Estate Current	665	DD0144	VENTANA CDD	2,460.21	0.00	0.00	0.00	-24.60	2,435.61	48.71	2,386.90
Real Estate Current	665	DD0145	TIMBER CREEK CDD	2,069.07	0.00	0.00	0.00	-20.69	2,048.38	40.97	2,007.41
Real Estate Current	665	DD0147	BOYETTE PARK CDD	3,014.70	0.00	0.00	0.00	-30.15	2,984.55	59.69	2,924.86
Real Estate Installment	665	DD0147	BOYETTE PARK CDD	830.09	0.00	0.00	0.00	0.00	830.09	16.60	813.49
Real Estate Current, Real Estate Installment	665	DD0147	BOYETTE PARK CDD	3,844.79	0.00	0.00	0.00	-30.15	3,814.64	76.29	3,738.35
Real Estate Current	665	DD0148	SOUTHSHORE BAY CDD	414.43	0.00	0.00	0.00	-4.14	410.29	8.21	402.08
Real Estate Current	665	DD0149	CYPRESS MILL CDD	9,473.07	0.00	0.00	0.00	-91.02	9,382.05	187.64	9,194.41



**INVOICE**

INVOICE #	INVOICE DATE
TM 665774	3/4/2024
TERMS	PO NUMBER
Net 30	

**Bill To:**

Ventana CDD  
 c/o Breeze  
 1540 International Plaza  
 Suite 2000  
 Lake Mary, FL 32746

**Remit To:**

Yellowstone Landscape  
 PO Box 101017  
 Atlanta, GA 30392-1017

**Property Name:** Ventana CDD

**Address:** 11101 Ventana Groves Blvd.  
 Riverview, FL 33578

**Invoice Due Date:** April 3, 2024

**Invoice Amount:** \$4,146.14

Description	Current Amount
Irrigation inspection made on 1/17/23 APPROVE	
Irrigation Repairs	\$4,146.14

**Invoice Total \$4,146.14**

*Excellence*  
 IN COMMERCIAL LANDSCAPING

**Should you have any questions or inquiries please call (386) 437-6211.**



**INVOICE**

INVOICE #	INVOICE DATE
TM 665775	3/4/2024
TERMS	PO NUMBER
Net 30	

**Bill To:**

Ventana CDD  
 c/o Breeze  
 1540 International Plaza  
 Suite 2000  
 Lake Mary, FL 32746

**Remit To:**

Yellowstone Landscape  
 PO Box 101017  
 Atlanta, GA 30392-1017

**Property Name:** Ventana CDD

**Address:** 11101 Ventana Groves Blvd.  
 Riverview, FL 33578

**Invoice Due Date:** April 3, 2024

**Invoice Amount:** \$8,949.50

Description	Current Amount
Ventana Well #3 need repair found on 2/9/24	
Irrigation	\$8,949.50

**Invoice Total \$8,949.50**

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IN COMMERCIAL LANDSCAPING

**Should you have any questions or inquiries please call (386) 437-6211.**



**INVOICE**

INVOICE #	INVOICE DATE
TM 668851	3/7/2024
TERMS	PO NUMBER
Net 30	

**Bill To:**

Ventana CDD  
 c/o Breeze  
 1540 International Plaza  
 Suite 2000  
 Lake Mary, FL 32746

**Remit To:**

Yellowstone Landscape  
 PO Box 101017  
 Atlanta, GA 30392-1017

**Property Name:** Ventana CDD

**Address:** 11101 Ventana Groves Blvd.  
 Riverview, FL 33578

**Invoice Due Date:** April 6, 2024

**Invoice Amount:** \$21,997.50

Description	Current Amount
Cocoa Brown Mulch Installation	
Mulch Install	\$21,997.50

**Invoice Total \$21,997.50**

*Excellence*  
 IN COMMERCIAL LANDSCAPING

**Should you have any questions or inquiries please call (386) 437-6211.**

**13C**



# Ventana Community Development District

Financial Statements  
(Unaudited)

Period Ending  
March 31, 2024

Prepared by:



2005 Pan Am Circle ~ Suite 300 ~ Tampa, Florida 33607  
Phone (813) 873-7300 ~ Fax (813) 873-7070

**VENTANA COMMUNITY DEVELOPMENT DISTRICT**

**Balance Sheet**

As of March 31, 2024

(In Whole Numbers)

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2018 DEBT SERVICE FUND	SERIES 2021 DEBT SERVICE FUND	SERIES 2018			TOTAL
				CAPITAL PROJECTS FUND	GENERAL FIXED ASSETS FUND	GENERAL LONG-TERM DEBT FUND	
<b>ASSETS</b>							
Cash - Operating Account	\$ 736,736	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 736,736
Cash in Transit	-	1	-	-	-	-	1
Due From Other Funds	-	7,768	1,237	24	-	-	9,029
Investments:							
Prepayment Account	-	24	39	-	-	-	63
Reserve Fund	-	532,575	48,808	-	-	-	581,383
Revenue Fund	-	1,146,227	104,449	-	-	-	1,250,676
Deposits	75	-	-	-	-	-	75
Fixed Assets							
Construction Work In Process	-	-	-	-	15,679,215	-	15,679,215
Amount Avail In Debt Services	-	-	-	-	-	1,123,917	1,123,917
Amount To Be Provided	-	-	-	-	-	16,221,083	16,221,083
<b>TOTAL ASSETS</b>	<b>\$ 736,811</b>	<b>\$ 1,686,595</b>	<b>\$ 154,533</b>	<b>\$ 24</b>	<b>\$ 15,679,215</b>	<b>\$ 17,345,000</b>	<b>\$ 35,602,178</b>
<b>LIABILITIES</b>							
Accounts Payable	\$ 69,801	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 69,801
Accrued Expenses	100	-	-	-	-	-	100
Bonds Payable	-	-	-	-	-	17,345,000	17,345,000
Due To Other Funds	9,028	-	-	-	-	-	9,028
<b>TOTAL LIABILITIES</b>	<b>78,929</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>17,345,000</b>	<b>17,423,929</b>

**VENTANA COMMUNITY DEVELOPMENT DISTRICT**

**Balance Sheet**

As of March 31, 2024

*(In Whole Numbers)*

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2018 DEBT SERVICE FUND	SERIES 2021 DEBT SERVICE FUND	SERIES 2018			TOTAL
				CAPITAL PROJECTS FUND	GENERAL FIXED ASSETS FUND	GENERAL LONG-TERM DEBT FUND	
<b>FUND BALANCES</b>							
Restricted for:							
Debt Service	-	1,686,595	154,533	-	-	-	1,841,128
Capital Projects	-	-	-	24	-	-	24
Unassigned:	657,882	-	-	-	15,679,215	-	16,337,097
<b>TOTAL FUND BALANCES</b>	<b>657,882</b>	<b>1,686,595</b>	<b>154,533</b>	<b>24</b>	<b>15,679,215</b>	<b>-</b>	<b>18,178,249</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 736,811</b>	<b>\$ 1,686,595</b>	<b>\$ 154,533</b>	<b>\$ 24</b>	<b>\$ 15,679,215</b>	<b>\$ 17,345,000</b>	<b>\$ 35,602,178</b>

**VENTANA COMMUNITY DEVELOPMENT DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending March 31, 2024  
General Fund (001)  
*(In Whole Numbers)*

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b><u>REVENUES</u></b>				
Rental Income	\$ -	\$ 825	\$ 825	0.00%
Special Assmnts- Tax Collector	1,111,313	1,096,545	(14,768)	98.67%
Other Miscellaneous Revenues	-	300	300	0.00%
Insurance Reimbursements	-	16,246	16,246	0.00%
<b>TOTAL REVENUES</b>	<b>1,111,313</b>	<b>1,113,916</b>	<b>2,603</b>	<b>100.23%</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Administration</u></b>				
Supervisor Fees	13,000	2,400	10,600	18.46%
ProfServ-Trustee Fees	8,400	-	8,400	0.00%
Disclosure Report	8,400	4,200	4,200	50.00%
District Counsel	8,000	15,823	(7,823)	197.79%
District Engineer	6,000	5,814	186	96.90%
District Manager	45,000	22,500	22,500	50.00%
Accounting Services	12,000	3,375	8,625	28.13%
Auditing Services	6,900	-	6,900	0.00%
Website Compliance	1,500	1,500	-	100.00%
Email Hosting Vendor	1,500	-	1,500	0.00%
Postage, Phone, Faxes, Copies	3,500	1,086	2,414	31.03%
Miscellaneous Mailings	3,000	-	3,000	0.00%
Insurance - General Liability	4,000	-	4,000	0.00%
Public Officials Insurance	3,200	4,328	(1,128)	135.25%
Insurance -Property & Casualty	23,000	36,093	(13,093)	156.93%
Insurance Deductible	2,500	-	2,500	0.00%
Insurance-Workmans Comp	-	551	(551)	0.00%
Legal Advertising	200	1,245	(1,045)	622.50%
Bank Fees	175	-	175	0.00%
Website Administration	1,500	869	631	57.93%
Dues, Licenses, Subscriptions	138	417	(279)	302.17%
<b>Total Administration</b>	<b>151,913</b>	<b>100,201</b>	<b>51,712</b>	<b>65.96%</b>
<b><u>Electric Utility Services</u></b>				
Utility - Electric	148,000	99,640	48,360	67.32%
Utility Services	10,000	-	10,000	0.00%
<b>Total Electric Utility Services</b>	<b>158,000</b>	<b>99,640</b>	<b>58,360</b>	<b>63.06%</b>

**VENTANA COMMUNITY DEVELOPMENT DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending March 31, 2024  
General Fund (001)  
*(In Whole Numbers)*

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b><u>Garbage/Solid Waste Services</u></b>				
Garbage Collection	2,000	985	1,015	49.25%
<b>Total Garbage/Solid Waste Services</b>	<b>2,000</b>	<b>985</b>	<b>1,015</b>	<b>49.25%</b>
<b><u>Water-Sewer Comb Services</u></b>				
Utility - Water	6,000	2,067	3,933	34.45%
<b>Total Water-Sewer Comb Services</b>	<b>6,000</b>	<b>2,067</b>	<b>3,933</b>	<b>34.45%</b>
<b><u>Other Physical Environment</u></b>				
Payroll-Pool Monitors	57,000	-	57,000	0.00%
ProfServ - Field Management Onsite Staff	12,000	6,000	6,000	50.00%
Midge Fly Treatment	4,600	-	4,600	0.00%
Amenity Center Cleaning & Supplies	7,000	704	6,296	10.06%
Contracts-Aquatic Control	13,500	16,296	(2,796)	120.71%
Contracts-Pools	15,000	9,900	5,100	66.00%
Amenity Center Pest Control	1,800	945	855	52.50%
Security	6,000	1,720	4,280	28.67%
Onsite Staff	35,000	14,001	20,999	40.00%
Waterway Fish Stocking	10,000	-	10,000	0.00%
Waterway Mgmt Program -Aquatic Plantings & Repairs	2,500	-	2,500	0.00%
R&M-Other Landscape	7,000	-	7,000	0.00%
R&M-Ponds	3,000	-	3,000	0.00%
R&M-Pools	2,500	-	2,500	0.00%
Amenity Maintenance & Repairs	20,000	8,893	11,107	44.47%
Repairs & Maintenance - CAP	183,500	4,265	179,235	2.32%
Landscape - Annuals	18,000	-	18,000	0.00%
Landscape - Mulch	35,000	30,901	4,099	88.29%
Landscape Maintenance	250,000	119,496	130,504	47.80%
Entry/Gate/Walls Maintenance	3,000	330	2,670	11.00%
Plant Replacement Program	35,000	-	35,000	0.00%
R&M - Amenity Center	2,000	1,430	570	71.50%
Mulch & Tree Trimming	7,500	-	7,500	0.00%
Miscellaneous Maintenance	10,000	-	10,000	0.00%
Irrigation Maintenance	15,000	20,242	(5,242)	134.95%
Aquatic Plant Replacement	10,000	-	10,000	0.00%
Holiday Decoration	15,000	2,218	12,782	14.79%
Special Events	10,000	-	10,000	0.00%
Amenity Center-Miscellaneous Facility	1,500	-	1,500	0.00%
Reserve	1,000	-	1,000	0.00%
<b>Total Other Physical Environment</b>	<b>793,400</b>	<b>237,341</b>	<b>556,059</b>	<b>29.91%</b>



**VENTANA COMMUNITY DEVELOPMENT DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
 For the Period Ending March 31, 2024  
 General Fund (001)  
*(In Whole Numbers)*

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b>TOTAL EXPENDITURES</b>	<b>1,111,313</b>	<b>440,234</b>	<b>671,079</b>	<b>39.61%</b>
Excess (deficiency) of revenues				
Over (under) expenditures	-	673,682	673,682	0.00%
<b>FUND BALANCE, BEGINNING (OCT 1, 2023)</b>		<b>(15,800)</b>		
<b>FUND BALANCE, ENDING</b>		<b>\$ 657,882</b>		

**VENTANA COMMUNITY DEVELOPMENT DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
 For the Period Ending March 31, 2024  
 Series 2018 Debt Service Fund (200)  
*(In Whole Numbers)*

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b>REVENUES</b>				
Interest - Investments	\$ -	\$ 25,378	\$ 25,378	0.00%
Special Assmnts- Tax Collector	1,062,956	1,051,007	(11,949)	98.88%
<b>TOTAL REVENUES</b>	<b>1,062,956</b>	<b>1,076,385</b>	<b>13,429</b>	<b>101.26%</b>
<b>EXPENDITURES</b>				
<b>Debt Service</b>				
Principal Debt Retirement	300,000	-	300,000	0.00%
Interest Expense	762,956	384,478	378,478	50.39%
<b>Total Debt Service</b>	<b>1,062,956</b>	<b>384,478</b>	<b>678,478</b>	<b>36.17%</b>
<b>TOTAL EXPENDITURES</b>	<b>1,062,956</b>	<b>384,478</b>	<b>678,478</b>	<b>36.17%</b>
Excess (deficiency) of revenues Over (under) expenditures	-	691,907	691,907	0.00%
<b>FUND BALANCE, BEGINNING (OCT 1, 2023)</b>		<b>994,688</b>		
<b>FUND BALANCE, ENDING</b>		<b>\$ 1,686,595</b>		

**VENTANA COMMUNITY DEVELOPMENT DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
 For the Period Ending March 31, 2024  
 Series 2021 Debt Service Fund (201)  
*(In Whole Numbers)*

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b><u>REVENUES</u></b>				
Interest - Investments	\$ -	\$ 2,433	\$ 2,433	0.00%
Special Assmnts- Tax Collector	96,794	96,396	(398)	99.59%
<b>TOTAL REVENUES</b>	<b>96,794</b>	<b>98,829</b>	<b>2,035</b>	<b>102.10%</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Debt Service</u></b>				
Principal Debt Retirement	40,000	-	40,000	0.00%
Interest Expense	56,794	28,622	28,172	50.40%
<b>Total Debt Service</b>	<b>96,794</b>	<b>28,622</b>	<b>68,172</b>	<b>29.57%</b>
<b>TOTAL EXPENDITURES</b>	<b>96,794</b>	<b>28,622</b>	<b>68,172</b>	<b>29.57%</b>
Excess (deficiency) of revenues Over (under) expenditures	-	70,207	70,207	0.00%
<b>FUND BALANCE, BEGINNING (OCT 1, 2023)</b>		<b>84,326</b>		
<b>FUND BALANCE, ENDING</b>		<b><u>\$ 154,533</u></b>		

**VENTANA COMMUNITY DEVELOPMENT DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
 For the Period Ending March 31, 2024  
 Series 2018 Capital Projects Fund (300)  
*(In Whole Numbers)*

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b><u>REVENUES</u></b>				
<b>TOTAL REVENUES</b>	-	-	-	<b>0.00%</b>
<b><u>EXPENDITURES</u></b>				
<b>TOTAL EXPENDITURES</b>	-	-	-	<b>0.00%</b>
Excess (deficiency) of revenues Over (under) expenditures	-	-	-	0.00%
<b>FUND BALANCE, BEGINNING (OCT 1, 2023)</b>		<b>24</b>		
<b>FUND BALANCE, ENDING</b>		<b>\$ 24</b>		

**VENTANA COMMUNITY DEVELOPMENT DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
 For the Period Ending March 31, 2024  
 General Fixed Assets Fund (900)  
*(In Whole Numbers)*

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b><u>REVENUES</u></b>				
<b>TOTAL REVENUES</b>	-	-	-	<b>0.00%</b>
<b><u>EXPENDITURES</u></b>				
<b>TOTAL EXPENDITURES</b>	-	-	-	<b>0.00%</b>
Excess (deficiency) of revenues Over (under) expenditures	-	-	-	0.00%
<b>FUND BALANCE, BEGINNING (OCT 1, 2023)</b>		<b>15,679,215</b>		
<b>FUND BALANCE, ENDING</b>		<b><u>\$ 15,679,215</u></b>		



# Bank Account Statement

Ventana CDD

Bank Account Statement: Bank Account No.: 1893, Statement No.: 03-24

Currency Code

<b>Statement Date</b>	03/31/24	<b>Statement Balance</b>	750,802.57
<b>Balance Last Statement</b>	823,107.33	<b>Outstanding Bank Transactions</b>	0.00
<b>Statement Ending Balance</b>	750,802.57	<b>Subtotal</b>	750,802.57
		<b>Outstanding Checks</b>	-14,067.00
<b>G/L Balance at 03/31/24</b>	736,735.57	<b>Bank Account Balance</b>	736,735.57

Transaction Date	Type	Document No.	Description	Value Date	Applied Entries	Applied Amount	Statement Amount
<b>Statement No. 03-24</b>							
12/07/23	Bank Account Ledger Entry	1951	Check for Vendor V00039		1	-200.00	-200.00
01/24/24	Bank Account Ledger Entry	1980	Check for Vendor V00039		1	-200.00	-200.00
02/14/24	Bank Account Ledger Entry	1998	Check for Vendor V00011		1	-1,650.00	-1,650.00
02/22/24	Bank Account Ledger Entry	1999	Check for Vendor V00016		1	-340.00	-340.00
02/22/24	Bank Account Ledger Entry	2000	Check for Vendor V00082		1	-8,903.53	-8,903.53
03/05/24	Bank Account Ledger Entry	2001	Check for Vendor V00018		1	-551.00	-551.00
03/05/24	Bank Account Ledger Entry	JE000473	DS payment tax collector		1	2,386.90	2,386.90
03/14/24	Bank Account Ledger Entry	2002	Check for Vendor V00027		1	-125.00	-125.00
03/14/24	Bank Account Ledger Entry	2003	Check for Vendor V00087		1	-125.00	-125.00
03/14/24	Bank Account Ledger Entry	2004	Check for Vendor V00059		1	-8,493.33	-8,493.33
03/14/24	Bank Account Ledger Entry	2005	Check for Vendor V00016		1	-704.00	-704.00
03/14/24	Bank Account Ledger Entry	2006	Check for Vendor V00048		1	-943.00	-943.00
03/14/24	Bank Account Ledger Entry	2007	Check for Vendor V00067		1	-1,220.50	-1,220.50
03/14/24	Bank Account Ledger Entry	2008	Check for Vendor V00082		1	-26,143.64	-26,143.64
03/25/24	Bank Account Ledger Entry	JE000443	Insurance claim reimbursement		1	16,245.92	16,245.92
03/25/24	Bank Account Ledger Entry	JE000443	Insurance claim reimbursement		1	-16,245.92	-16,245.92
03/26/24	Bank Account Ledger Entry	2011	Check for Vendor V00007		1	-826.00	-826.00
03/26/24	Bank Account Ledger Entry	2012	Check for Vendor V00024		1	-165.00	-165.00
03/29/24	Bank Account Ledger Entry	DD163	Payment of Invoice 001102		1	-23,094.86	-23,094.86
03/29/24	Bank Account Ledger Entry	DD164	Payment of Invoice 001096		1	-282.05	-282.05
03/29/24	Bank Account Ledger Entry	DD165	Payment of Invoice 001050		1	-360.39	-360.39
03/29/24	Bank Account Ledger Entry	DD166	Payment of Invoice 001082		1	-184.97	-184.97

# Bank Account Statement

Ventana CDD

Currency Code

<b>Statement Date</b>	03/31/24	<b>Statement Balance</b>	750,802.57
<b>Balance Last Statement</b>	823,107.33	<b>Outstanding Bank Transactions</b>	0.00
<b>Statement Ending Balance</b>	750,802.57	<b>Subtotal</b>	750,802.57
		<b>Outstanding Checks</b>	-14,067.00
<b>G/L Balance at 03/31/24</b>	736,735.57	<b>Bank Account Balance</b>	736,735.57

Transaction Date	Type	Document No.	Description	Value Date	Applied Entries	Applied Amount	Statement Amount
03/29/24	Bank Account Ledger Entry	DD167	Payment of Invoice 001054		1	-179.39	-179.39
<b>Total</b>						<b>-72,304.76</b>	<b>-72,304.76</b>