

**VENTANA
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
REGULAR MEETING
FEBRUARY 2, 2023**

VENTANA
COMMUNITY DEVELOPMENT DISTRICT AGENDA
FEBRUARY 2, 2023, AT 2:00 P.M.
THE OFFICES OF INFRAMARK, IMS
LOCATED AT 2005 PAN AM CIRCLE, SUITE 300, TAMPA, FL 33607

District Board of Supervisors	Chairman Vice Chair Supervisor Supervisor Supervisor	Jeffery Hills Ryan Motko Kelly Evans Juan Carlos Reyes Mary Jo Alford-Roberson
District Manager	Inframark	Heather Dilley
District Attorney	Straley Robin Vericker	Vanessa Steinerts
District Engineer	Stantec	Tonja Stewart

All cellular phones and pagers must be turned off while in the meeting room

The meeting will begin at 2:00 p.m.

Following the **Call to Order**, the public has the opportunity to comment on posted agenda items during the second section called **Public Comments on Agenda Items**. Each individual is limited to **three (3) minutes** for such comment. The Board is not required to take action at this time, but will consider the comments presented as the agenda progresses. The third section is called **Business Items**. This section contains items for approval by the District Board of Supervisors that may require discussion, motions, and votes on an item-by-item basis. If any member of the audience would like to speak on one of the business items, they will need to register with the District Administrator prior to the presentation of that agenda item. Agendas can be reviewed by contacting the Manager's office at (813) 873-7300 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The fourth section is called **Consent Agenda**. The Consent Agenda section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The fifth section is called **Vendor/Staff Reports**. This section allows the District Administrator, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The sixth section is called **Supervisor Requests**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet the District's needs. The final section is called **Audience Questions, Comments and Discussion Forum**. This portion of the agenda is where individuals may comment on matters that concern the District. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 873-7300, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1, who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

Agendas can be reviewed by contacting the Manager's office at (813) 873-7300 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting.

January 11, 2023
Board of Supervisors

Dear Board Members:

Please accept my letter of resignation as a member of the Board of Supervisors for the following Community Development Districts, effective immediately:

Balm Grove CDD
Belmond Reserve CDD
Berry Bay CDD
Park East CDD
Simmons Village North CDD
South Creek CDD
Creek Preserve CDD
North Park Isle CDD
Shell Point CDD
Sherwood Manor CDD
Spencer Creek CDD
Timber Creek CDD
Ventana CDD
Two Rivers North CDD
Two Rivers West CDD
Two Rivers East CDD
Buckhead Trails CDD
Buckhead Trails II CDD
Sawgrass Village CDD
Coral Lakes CDD

Sincerely,

DocuSigned by:

Jeffery S. Hills

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Jeffery Hills

RESOLUTION 2023-04

**A RESOLUTION OF THE BOARD OF SUPERVISORS
DESIGNATING THE OFFICERS OF VENTANA
COMMUNITY DEVELOPMENT DISTRICT AND
PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, Ventana Community Development District (the “District”), is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Hillsborough County, Florida; and

WHEREAS, the Board of Supervisors (hereinafter the “Board”) now desires to designate the Officers of the District per F.S. 190.006(6).

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD
OF SUPERVISORS OF VENTANA COMMUNITY
DEVELOPMENT DISTRICT:**

1. The following persons are elected to the offices shown to wit:

_____	Chair
_____	Vice-Chair
<u>Brian Lamb</u>	Secretary
<u>Eric Davidson</u>	Treasurer
<u>Heather Dilley</u>	Assistant Secretary
_____	Assistant Secretary
_____	Assistant Secretary
_____	Assistant Secretary

2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 2nd day OF February 2023

ATTEST:

**VENTANA
COMMUNITY DEVELOPMENT DISTRICT**

Print Name: _____
Secretary/ Assistant Secretary

Print Name: _____
Chair/ Vice- Chairman of the Board of Supervisors

**VENTANA
COMMUNITY DEVELOPMENT DISTRICT**

January 05, 2023 Minutes of the Regular Meeting

MINUTES OF THE REGULAR MEETING

The Regular Meeting of the Board of Supervisors of the Ventana Community Development District was held on **Thursday, January 05, 2023, at 2:00 p.m.** at Inframark, 2005 Pan Am Circle, Suite 300, Tampa, FL 33607.

1. CALL TO ORDER/ROLL CALL

Heather Dilley called the Regular Meeting of the Board of Supervisors of the Ventana Community Development District to order on **Thursday, January 05, 2023, at 3:26 p.m.** and identified the supervisors present constituting a quorum.

Supervisors Present and Constituting a Quorum at the onset of the meeting:

Kelly Evans	Supervisor
Ryan Motko	Supervisor
Mary Jo Alford-Robinson	Supervisor

Staff Members Present:

Heather Dilley	District Manager, Inframark
John Vericker	District Counsel, Straley Robin Vericker
Vivek Babbar	District Counsel, Straley Robin Vericker
Carlos de la Ossa	Eisenhower Property Group
Gary Schwartz	Field Manager, Inframark

There were seven resident audience members in attendance which were all landscaping vendors.

2. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS

There were no audience questions or comments on agenda items.

3. VENDOR AND STAFF REPORTS

A. District Counsel

There was nothing to report from the district counsel at this time.

B. District Manager

i. Aquatics Inspection Report

ii. Community Inspection Report

Heather Dilley reported the holiday lights and clubhouse event was well received by the community. The clubhouse furniture has been completed. Work orders have been submitted to repair street signs with the County.

The Board reviewed the Community Inspections Report.

C. District Engineer

There was nothing to report from the district engineer at this time.

4. BUSINESS ITEMS

A. Consideration of Resolution 2023-01; Canvassing & Certifying the Results of the Landowners Election

Heather Dilley reviewed the resolution with the Board.

MOTION TO:	Approve Resolution 2023-01.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Motko
DISCUSSION:	None further
	3/0 - Motion Passed Unanimously

B. Consideration of Resolution 2023-02; Designating Officers

The Board reviewed the resolution. Mrs. Dilley discussed the designated officers as follows, Jeffery S. Hills as Chairman, Ryan Motko as Vice-Chairman will remain the same to serve the Board in the designated position.

MOTION TO:	Approve Resolution 2023-02.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Motko
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

C. Discussion on Landscaping Bids Proposals

- i. ASI Landscape Management**
- ii. Cornerstone**
- iii. Juniper**
- iv. LMP**
- v. Mainscape**
- vi. Yellowstone**

The Board reviewed the various landscape proposals with the vendors present.

MOTION TO:	Approve the landscape proposal from Yellowstone with a start date of March 1, 2023.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Alford-Robinson
DISCUSSION:	None further
	3/0 - Motion Passed Unanimously

D. General Matters of the District

Ms. Dilley discussed the \$100,000 contribution from the Ventana HOA with the Board.

MOTION TO:	Approve refunding the unspent portion of the 100k contribution back to the Ventana HOA in the amount of \$46,118.59.
MADE BY:	Supervisor Evans
SECONDED BY:	Supervisor Motko
DISCUSSION:	None further
	3/0 - Motion Passed Unanimously

5. CONSENT AGENDA ITEMS

A. Consideration of Board of Supervisor's Meeting Minutes of the Landowner's Election November 3, 2022.

MOTION TO:	Approve Minutes of the Landowner's Election November 3, 2022.
MADE BY:	Supervisor Motko
SECONDED BY:	Supervisor Evans
DISCUSSION:	None further
	3/0 - Motion Passed Unanimously

**B. Consideration of Board of Supervisor's Meeting Minutes of the Special Meeting
November 21, 2022**

MOTION TO:	Approve Minutes of the Special Meeting November 21, 2022.
MADE BY:	Supervisor Motko
SECONDED BY:	Supervisor Evans
DISCUSSION:	None further
	3/0 - Motion Passed Unanimously

C. Consideration of Operation and Maintenance Expenditures October 2022

MOTION TO:	Approve Operation and Maintenance Expenditures October 2022.
MADE BY:	Supervisor Motko
SECONDED BY:	Supervisor Evans
DISCUSSION:	None further
	3/0 - Motion Passed Unanimously

D. Consideration of Operation and Maintenance Expenditures November 2022

E. Review of Financial Statements Month Ending November 30, 2022

The Board reviewed the financial statements through November 30, 2022.

6. SUPERVISOR REQUESTS

There were no supervisor requests at this time.

7. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM

There were no audience questions or comments.

8. ADJOURNMENT

MOTION TO:	Adjourn at 3:56 p.m.
MADE BY:	Supervisor Motko
SECONDED BY:	Supervisor Evans
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

**Please note the entire meeting is available on disc.*

**These minutes were done in a summary format.*

**Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on _____.

Signature

Printed Name

Title:

- ☐ **Chair**
☐ **Vice Chair**

Signature

Printed Name

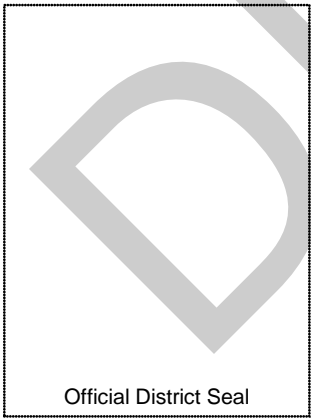
Title:

- ☐ **Secretary**
☐ **Assistant Secretary**

Recorded by Records Administrator

Signature

Date





Job Name: _____
Customer Number: 444 Customer: FCA - VENTANA CDD
Technician: Ed
Date: 01/12/2023 Time: 08:10 AM
Customer Signature: _____

Trash pickup

<u>CLARITY</u>	<u>FLOW</u>	<u>METHOD</u>	<u>CARP PROGRAM</u>	<u>WATER LEVEL</u>	<u>WEATHER</u>
<input type="checkbox"/> < 1'	<input type="checkbox"/> None	<input checked="" type="checkbox"/> ATV	<input type="checkbox"/> Boat	<input checked="" 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 checked="" type="checkbox"/> 2-4'	<input checked="" type="checkbox"/> Visible	<input type="checkbox"/> Backpack	<input type="checkbox"/> Barrier Inspected	<input type="checkbox"/> Low	<input checked="" type="checkbox"/> Windy
<input type="checkbox"/> > 4'					<input type="checkbox"/> Rainy

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

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

☐ Naiad ☐ _____

☐ Pickerelweed

☒ Soft Rush ☐

Inframark, LLC

MONTHLY MAINTENANCE INSPECTION GRADESHEET

Site: Ventana

Date: Wednesday January 25, 2022

	MAXIMUM VALUE	CURRENT VALUE	CURRENT DEDUCTION	REASON FOR DEDUCTION
AQUATICS				
DEBRIS	25	25	0	Good
INVASIVE MATERIAL (FLOATING)	20	18	-2	Only minor amount of invasives in the ponds
INVASIVE MATERIAL (SUBMERSED)	20	17	-3	Minimal submersed invasive material in ponds
FOUNTAINS/AERATORS	20	20	0	Good
DESIRABLE PLANTS	15	15	0	Good
AMENITIES				
CLUBHOUSE INTERIOR	4	4	0	Good
CLUBHOUSE EXTERIOR	3	3	0	Good
POOL WATER	10	10	0	Good
POOL TILES	10	10	0	Good
POOL LIGHTS	5	5	0	Good
POOL FURNITURE/EQUIPMENT	8	6	-2	Good
FIRST AID/SAFETY ITEMS	10	10	0	Good
SIGNAGE (rules, pool, playground)	5	5	0	Good
PLAYGROUND EQUIPMENT	5	5	0	Good
RECREATIONAL FACILITIES	7	7	0	Good
RESTROOMS	6	6	0	Good
HARDSCAPE	10	10	0	NA
ACCESS & MONITORING SYSTEM	3	3	0	Good
IT/PHONE SYSTEM	3	3	0	Good
TRASH RECEPTACLES	3	3	0	Good
FOUNTAINS	8	8	0	Good
MONUMENTS AND SIGNS				
CLEAR VISIBILITY (Landscaping)	25	25	0	Good
PAINTING	25	25	0	Good
CLEANLINESS	25	25	0	Good
GENERAL CONDITION	25	25	0	Good

Inframark, LLC

MONTHLY MAINTENANCE INSPECTION GRADESHEET

Site: Ventana

Date: Wednesday January 25, 2022

	MAXIMUM VALUE	CURRENT VALUE	CURRENT DEDUCTION	REASON FOR DEDUCTION
HIGH IMPACT LANDSCAPING				
ENTRANCE MONUMENT	40	32	-8	Needs to look better and needs annual replacement
RECREATIONAL AREAS	30	30	0	
SUBDIVISION MONUMENTS	30	20	-10	Bougainvillea plants fertility at some entrances are lacking.
HARDSCAPE ELEMENTS				
WALLS/FENCING	15	15	0	Good
SIDEWALKS	30	30	0	Good
SPECIALTY MONUMENTS	15	15	0	Good
STREETS	25	25	0	Good
PARKING LOTS	15	15	0	Good
LIGHTING ELEMENTS				
STREET LIGHTING	33	33	0	Good
LANDSCAPE UP LIGHTING	22	22	0	Good
MONUMENT LIGHTING	30	20	-10	Good
AMENITY CENTER LIGHTING	15	15	0	Good
GATES				
ACCESS CONTROL PAD	25	25		Good
OPERATING SYSTEM	25	25		Good
GATE MOTORS	25	25		N/A
GATES	25	25		Good
SCORE	700	665	-35	95%

Manager's Signature: Gary Schwartz

Supervisor's Signature: _____

MONTHLY LANDSCAPE MAINTENANCE INSPECTION GRADESHEET

Site: Ventana

Date: Tuesday January, 2022

MAXIMUM VALUE	CURRENT VALUE	CURRENT DEDUCTION	REASON FOR DEDUCTION
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LANDSCAPE MAINTENANCE

TURF	5	3	-2	<u>Could be better</u>
TURF FERTILITY	10	6	-4	<u>Needs attention</u>
TURF EDGING	5	5	0	<u>Good</u>
WEED CONTROL - TURF AREAS	5	0	-5	<u>Bad</u>
TURF INSECT/DISEASE CONTROL	10	8	-2	<u>Good overall</u>
PLANT FERTILITY	5	3	-2	<u>Bougainvillea plants are declining</u> <u>in various entrances</u>
WEED CONTROL - BED AREAS	5	0	-5	<u>Bed weeds are an ongoing issue</u>
PLANT INSECT/DISEASE CONTROL	5	5	0	<u>Good</u>
PRUNING	10	10	0	<u>Good</u>
CLEANLINESS	5	5	0	<u>Good</u>
MULCHING	5	5	0	<u>Good</u>
WATER/IRRIGATION MGMT	8	8	0	<u>Good</u>
CARRYOVERS	5	5	0	<u>NA</u>

SEASONAL COLOR/PERENNIAL MAINTENANCE

VIGOR/APPEARANCE	7	3	-4	<u>There are no annuals</u>
INSECT/DISEASE CONTROL	7	7	0	<u>Good</u>
DEADHEADING/PRUNING	3	3	0	<u>Good</u>

SCORE

100	76	-24	76%
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Under Construction no residents.

Contractor Signature: _____

Manager's Signature: Gary Schwartz

Supervisor's Signature: _____

Ventana Grove January 2023



The turf fertility is lacking in color on the East side entrance of Symmes Road. The entrance annuals needs replacement.



The Symmes Road street sign needs to be repaired. The D.M. has scheduled its repair.



There is an area of dead variegated Jasmin on the East side frontage on Symmes Road.



Heading East on Symmes Road sidewalk looks good overall, except for the turf fertility is lacking color.



The turf fertility is lacking color on the Symmes Road frontage.



The landscaper is scheduled to trim the dead palm fronds on the Sylvester palm tree.



The turf fertility is lacking color on the West side entrance of Symmes Road. The entrance annuals need to be replaced.



There is a dead Sabal palm on the West side entrance on Symmes Road.



Heading North on the Ventana Groves sidewalk looks good. The new Gold Mound plants are healthy & look good.



Heading West on the Symmes Road sidewalk looks good overall but the turf fertility is lacking color.



The East & West streets on Ventana Grove Blvd are clean.



The S. W. corner of Fern Hill & Symmes Road looks good overall. The turf fertility is lacking in color.



Heading North on the Fern Hill sidewalk looks good overall. The turf fertility is lacking in color.



There is a section of dead *Loropetalum* & *Thyrsallis* plants in the beds located in the corner of Fern Hill & Symmes Road.



There is a dead Sylvester palm tree in the median entrance of Fern Hill & Field Blend.



The N.W entrance on Fern Hill looks good overall except for the weeds on Fern Hill. The annuals in the beds needs to be replaced.



Heading South on the Fern Hill sidewalk looks good overall.



The S.W entrance on Fern Hill looks good overall except for the weeds facing Fern Hill. The annuals in the beds needs to be replaced.



There is an area of dead variegated Jasmin in the beds on the North side of Field Blend.



Heading West on the Cone Grove sidewalk looks good.



Heading East on the Cone Grove sidewalk looks good.



The East side entrance on Cone Grove looks good.



The corner of Ventana Grove Blvd & Cone Grove looks good.



Heading South on the West Ventana Grove sidewalk looks good.



The S.E entrance on Ventana Grove Blvd & Cake Bread looks good overall. The concrete on the entrance sign is dirty & needs to be cleaned soon.



The N.W. side entrance on Ventana Grove Blvd & Cake Bread looks good overall.



The S.E. entrance on Cone Grove could look better. The Bougainvillea plants have died and need to be replaced.



The pocket park on Green Harvest looks good overall.



The landscaper will remove the tree suckers.



The ant hill in the Green Harvest pocket park will be treated by the landscaper.



The turf fertility is lacking color in the pocket park on Green Harvest & Parker.



The N.E side entrance on Berryessa looks good.



The N.E. entrance on Berryessa looks good.



The S.W entrance on Berryessa could look better.



The S.E entrance on Berryessa looks good overall.



There are bed weeds in the Ventana Grove median.

& fully



The front of the Amenity Center is clean & looks good. All bathrooms are fully functionable. The men's & woman's soap dispensers have leaked and stained the walls. The D.M. is aware.



The soap dispenser in the men's bathroom is leaking & the wall needs to be cleaned & possibly repainted.



The soap dispenser in the Woman's bathroom is leaking & the wall needs to be cleaned & possibly repainted.



The annuals in the front of the Amenity Center need to be replaced.



The Amenity Center was fully furnished by the D.M.





The lounge area is clean & looks good.



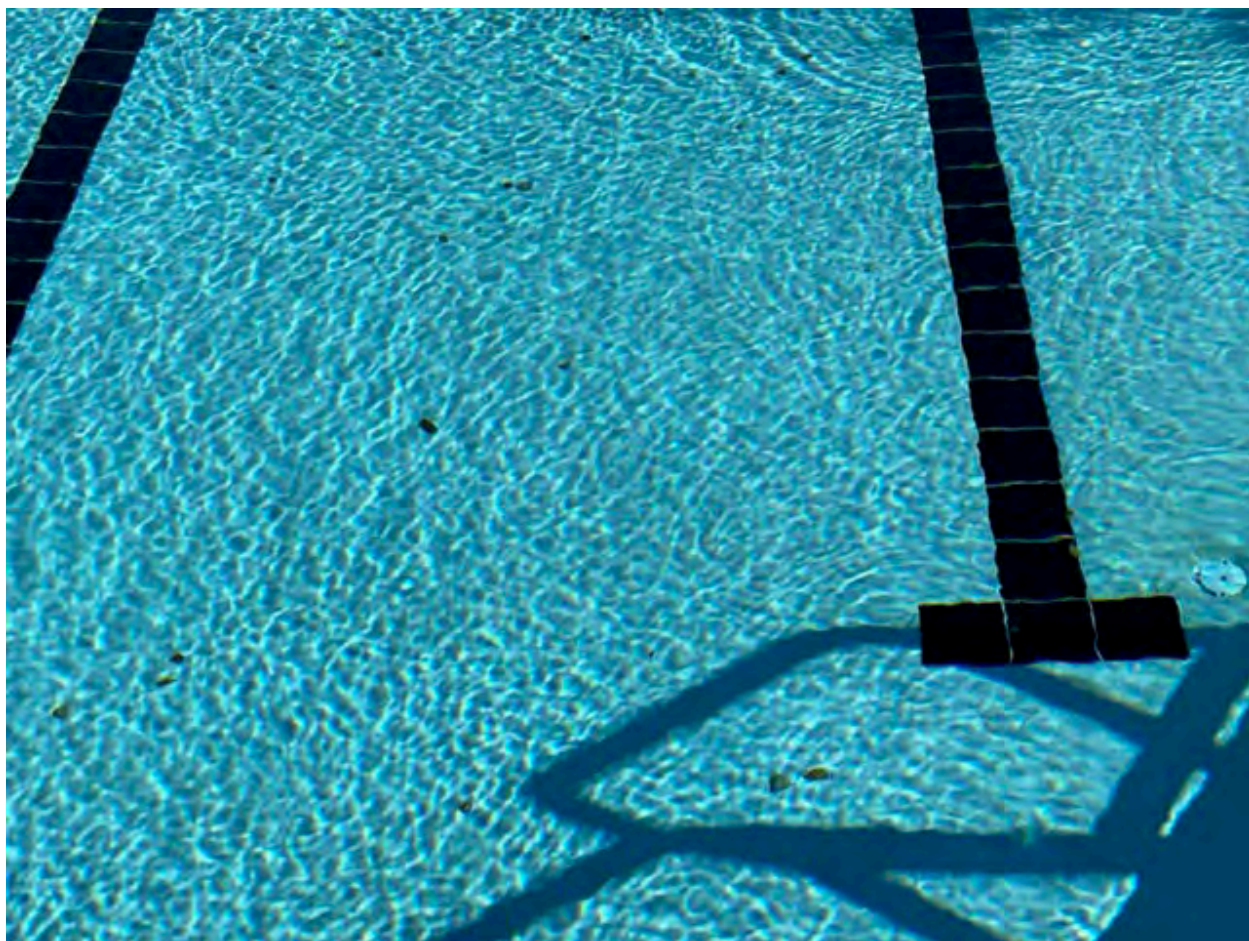
The cabana area is clean & looks good.



The pool is clear & blue.



The back of the Amenity Center looks good.



There are rocks in the pool.



The chaise lounges are clean & look good.



The pickleball court looks good.



The weeds in turf have been chemically treated & are dying.



The turf looks good overall behind the Amenity Center.



Excessive weeds in the beds.



The washout on the sidewalk was repaired. We are looking into a solution to prevent the sand from leaching on the sidewalk,



Excessive weeds in the beds.



The playground looks good overall but needs replacement mulch.



Excessive weeds in the beds.



Weeds alive and dead are in the pool beds.



Weeds and dead plants left in the beds in the Amenity Center parking lot.



The Amenity Center signage looks good.



Weeds alive & dead in the Ventana Grove Blvd median.



Heading North on the Ventana Grove Blvd West sidewalk looks good.



Turf issues in the Ventana Grove median.



The Thryallis & Loropetalum plants were hit hard by the cold snap.



The Loropetalum plants just South of the Amenity Center were hit hard by the cold snap.



The mailbox pavilion looks good overall but needs to be pressure cleaned.



Needs to be pressured cleaned.



The Ilics & Jasmin plants look good.



Most ponds look good.



The pond looks good.



The pond looks good.



The pond looks good.



The bullrush and Willow needs to treated.



The pond looks good.



The pond looks good.