

**VENTANA
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
REGULAR MEEETING
AUGUST 4, 2016**

**VENTANA
COMMUNITY DEVELOPMENT DISTRICT AGENDA**

THURSDAY, AUGUST 4, 2016

2:00 P.M.

The Offices of Meritus

Located at 2005 Pan Am Circle Suite 120, Tampa FL 33607

District Board of Supervisors	Chairman	Jeff Hills
	Vice Chairman	Ryan Motko
	Supervisor	Gary Jernigan
	Supervisor	Albert Viera
	Supervisor	Andrew Shafii
District Manager	Meritus	Brian Lamb
		Brian Howell
District Attorney	Straley & Robin	John Vericker
District Engineer	Stantec (Interim)	Tonja Stewart

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

The District Agenda is comprised of four different sections:

The meeting will begin at **2:00 p.m.** with the seventh section called **Business Matters**. The business matters section contains items for approval by the District Board of Supervisors that may require discussion, motion 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) 397-5120 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 ninth section is called **Administrative Matters**. The Administrative Matters section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The tenth section is called **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 final sections are called **Board Members Comments and Public Comments**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to **three (3) minutes** for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT ADMINSTRATOR OUTSIDE THE CONTEXT OF THIS MEETING.

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically no motions or votes are made during these sessions.

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) 397-5120, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, 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.

August 4, 2016
Board of Supervisors
Ventana Community Development District

Dear Board Members:

The Regular Meeting of the Ventana Community Development District will be held on August 4, 2016 **at 2:00 p.m.** at the Offices of Meritus located at 2005 Pan Am Circle Suite 120 Tampa, FL 33607. Following is the Agenda for the Meeting:

Call In Number: 1-866-906-9330

Access Code: 4863181

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENT ON AGENDA ITEMS**
- 3. BUSINESS ITEMS**
 - A. Consideration of Resolution 2016-35; Designation of Treasurer & Assistant Treasurer Tab 01
 - B. Consideration of Resolution 2016-36; Setting Fiscal Year 2017 Meeting Schedule..... Tab 02
 - C. General Matters of the District
- 4. CONSENT AGENDA**
 - A. Consideration of Board of Supervisors Meeting Minutes July 7, 2016..... Tab 03
- 5. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
- 6. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS**
- 7. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 397-5120.

RESOLUTION 2016-35

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF VENTANA
COMMUNITY DEVELOPMENT DISTRICT DESIGNATING A
TREASURER AND ASSISTANT TREASURER**

WHEREAS, Ventana Community Development District (hereinafter 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 of the District desires to appoint a Treasurer and Assistant Treasurer;

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

Section 1. Erin TenBroek is appointed Treasurer.

Eric Davidson is appointed Assistant Treasurer.

Section 2. All prior designations which are inconsistent with the designation herein are forthwith rescinded.

Section 3. This Resolution shall become effective on August 4, 2016.

PASSED AND ADOPTED THIS 4TH DAY OF AUGUST, 2016.

ATTEST:

**VENTANA
COMMUNITY DEVELOPMENT DISTRICT**

SECRETARY / ASSISTANT SECRETARY

CHAIRMAN

RESOLUTION 2016-36

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF VENTANA
COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIME
AND LOCATION FOR REGULAR MEETINGS OF THE BOARD OF
SUPERVISORS AND PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, Ventana Community Development District (hereinafter 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 District’s Board of Supervisors (hereinafter the “Board”), is statutorily authorized to exercise the powers granted to the District, but has not heretofore met; and

WHEREAS, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, Florida Statutes; and

WHEREAS, the District is required by Florida law to prepare an annual schedule of its regular public meetings which designates the date, time, and location of the District’s meetings.

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

Section 1. The annual public meeting schedule of the Board of Supervisors of the for the Fiscal Year 2017 attached hereto and incorporated by reference herein as Exhibit A is hereby approved and will be published and filed in accordance with the requirements of Florida law.

Section 2. The District Manager is hereby directed to submit a copy of the Fiscal Year 2017 annual public meeting schedule to Hillsborough County and the Department of Economic Opportunity.

Section 3. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 4TH DAY OF AUGUST, 2016.

ATTEST:

**VENTANA
COMMUNITY DEVELOPMENT
DISTRICT**

SECRETARY/ASSISTANT SECRETARY

CHAIRMAN

EXHIBIT A

**BOARD OF SUPERVISORS MEETING DATES
VENTANA COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2017**

May	04, 2017	2:00 p.m.
August	03, 2017	2:00 p.m.

**All meetings will convene at the offices of Meritus located at
2005 Pan Am Circle Suite 120, Tampa, FL 33607**

**VENTANA
COMMUNITY DEVELOPMENT DISTRICT**

July 7, 2016 Minutes of Regular Meeting and Public Hearings

Minutes of Regular Meeting and Public Hearings

The Regular Meeting and Public Hearings of the Ventana Community Development District were held on **Thursday, July 7, 2016 at 1:45 p.m.** at Meritus, 2005 Pan Am Circle Suite 120, Tampa, FL 33607.

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

Ryan Motko	Vice Chairman
Gary Jernigan	Supervisor
Andrew Shafii	Supervisor

Staff Members Present:

Brian Howell	District Manager, Meritus
John Vericker	District Counsel

Audience - Zero

1. CALL TO ORDER/ROLL CALL

Mr. Howell called the Regular Meeting and Public Hearings of the Ventana Community Development District to order on **Thursday, July 7, 2016** and identified the supervisors present constituting a quorum.

2. PUBLIC COMMENT ON AGENDA ITEMS

There were no audience Comments.

3. BUSINESS ITEMS

A. General Matters of the District

4. PUBLIC HEARING ON ADOPTING UNIFORM RULES OF PROCEDURE

A. Open the Public Hearing on Adopting Uniform Rules of Procedure

B. Staff Presentations

Brian Howell reviewed the Uniform Rules of Procedure with the Board.

C. Public Comment

D. Consideration of Resolution 2016-32; Adopting Uniform Rules of Procedure

MOTION TO:	Adopt Resolution 2016-32.
MADE BY:	Supervisor Motko
SECONDED BY:	Supervisor Jernigan
DISCUSSION:	None Further
RESULT:	3/0 Called to Vote: motion PASSED

E. Close Public Hearing on Adopting Uniform Rules of Procedure

5. PUBLIC HEARING ON FISCAL YEAR 2016 PROPOSED BUDGET

A. Open the Public Hearing on Fiscal Year 2016 Proposed Budget

B. Staff Presentations

Brian Howell reviewed the Fiscal Year 2016 Proposed Budget with the Board.

C. Public Comment

D. Consideration of Resolution 2016-33; Adopting Fiscal Year 2016 Budget

MOTION TO:	Adopt Resolution 2016-33.
MADE BY:	Supervisor Jernigan
SECONDED BY:	Supervisor Motko
DISCUSSION:	None Further
RESULT:	3/0 Called to Vote: motion PASSED

E. Close the Public Hearing on Fiscal Year 2016 Budget

6. PUBLIC HEARING ON FISCAL YEAR 2017 PROPOSED BUDGET

A. Open the Public Hearing on Fiscal Year 2017 Proposed Budget

B. Staff Presentations

Brian Howell reviewed the Fiscal Year 2017 Proposed Budget with the Board.

C. Public Comment

D. Consideration of Resolution 2016-34; Adopting Fiscal Year 2017 Budget

MOTION TO:	Adopt Resolution 2016-34.
MADE BY:	Supervisor Motko
SECONDED BY:	Supervisor Jernigan
DISCUSSION:	None Further
RESULT:	3/0 Called to Vote: motion PASSED

E. Close the Public Hearing on Fiscal Year 2017 Budget

7. CONSENT AGENDA

A. Consideration of Landowner Election Meeting Minutes May 26, 2016

B. Consideration of Board of Supervisors Meeting Minutes May 26, 2016

MOTION TO:	Approve Consent Agenda Items A-B.
MADE BY:	Supervisor Motko
SECONDED BY:	Supervisor Jernigan
DISCUSSION:	None Further
RESULT:	3/0 Called to Vote: motion PASSED

8. STAFF REPORTS

A. District Counsel

B. District Engineer

C. District Manager

9. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS

None

10. ADJOURNMENT

MOTION TO:	Adjourn.
MADE BY:	Supervisor Motko
SECONDED BY:	Supervisor Jernigan
DISCUSSION:	None Further
RESULT:	3/0 Called to Vote: motion PASSED

**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

Signature

Printed Name

Printed Name

Title:

☐ **Chair**

☐ **Vice Chair**

Title:

☐ **Secretary**

☐ **Assistant Secretary**

Recorded by Records Administrator

Signature

Date

Official District Seal