

**VENTANA
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
AUDIT COMMITTEE & REGULAR MEETING
MARCH 7, 2019**

VENTANA
COMMUNITY DEVELOPMENT DISTRICT AGENDA

March 7, 2019 2:00 P.M.

Meritus

Located at 2005 Pan Am Circle, Suite 300, Tampa, FL 33607

District Board of Supervisors	Chairman	Jeff Hills
	Vice Chairman	Ryan Motko
	Supervisor	Nicholas Dister
	Supervisor	Kelly Evans
	Supervisor	Brady Lefere
District Manager	Meritus Districts	Nicole Chamberlain
District Attorney	Straley Robin Vericker	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 six different sections:

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 third section called **Audience Questions and 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 fourth 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.

The fifth 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) 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.

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.

Board of Supervisors
Ventana Community Development District

Dear Board Members:

The Audit Committee & Regular Meeting of the Board of Supervisors of the Ventana Community Development District will be held on **Thursday, March 7, 2019 at 2:00 p.m.** at the offices of Meritus located at 2005 Pan Am Circle, Suite 300, Tampa, FL 33607.

1. CALL TO ORDER/ROLL CALL

2. RECESS TO AUDIT COMMITTEE MEETING

3. AUDIT COMMITTEE MEETING

A. Open the Audit Committee Meeting

B. Evaluate and Rank the Audit Proposals

i. *Grau & Associates*.....Tab 01

C. Finalize the Ranking and Consideration of Audit Committee Recommendation

D. Close the Audit Committee Meeting

4. RETURN AND PROCEED TO REGULAR MEETING

5. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS

6. BUSINESS ITEMS

A. Consideration of Audit Committee Recommendations and Evaluation

7. CONSENT AGENDA

A. Consideration of Minutes of the Landowners Election Meeting November 01, 2018Tab 02

B. Consideration of Minutes of the Regular Meeting November 01, 2018Tab 03

C. Consideration of Operations and Maintenance Expenditures October 2018Tab 04

D. Consideration of Operations and Maintenance Expenditures November 2018Tab 05

E. Consideration of Operations and Maintenance Expenditures December 2018Tab 06

F. Consideration of Operations and Maintenance Expenditures January 2019Tab 07

G. Review of Financial Statements through January 31, 2019.....Tab 08

8. VENDOR/STAFF REPORTS

A. District Counsel

B. District Engineer

C. District Manager

9. SUPERVISORS REQUESTS

10. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM

11. 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.

Sincerely,

Nicole Chamberlain
District Manager



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

Proposal to Provide Financial Auditing Services

VENTANA

COMMUNITY DEVELOPMENT DISTRICT

Proposal Due: December 26, 2018 - 12:00PM

Submitted to:

Ventana Community Development District
2005 Pan Am Circle, Suite 120
Tampa, FL 33607

Submitted by:

Antonio J. Grau, Partner
Grau & Associates
951 Yamato Road, Suite 280
Boca Raton, Florida 33431
Tel (561) 994-9299 / (800) 229-4728
Fax (561) 994-5823
tony@graucpa.com / www.graucpa.com

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December 26, 2018

Ventana Community Development District
2005 Pan Am Circle, Suite 120
Tampa, FL 33607

Re: Request for Proposal for Professional Auditing Services for the fiscal years ended September 30, 2018 with an option for two additional annual renewals.

Grau & Associates (Grau) is pleased to respond to Ventana Community Development District's (the "District") Request for Proposal (RFP), and look forward to working with you on your audit. We are a team of knowledgeable professionals with extensive experience in audits for organizations just like yours, and we know how to work with you to complete an effective and efficient audit.

Since our focus is on government, we fully understand the professional services and work products required to meet your RFP requirements. Our team provided services in excess of 19,000 hours for our public sector clients last year, and we currently audit over 300 governmental entities. Our practice is unique as 98% of work is either audit or work related to government and non-profit entities.

In addition to our firm's focus, Grau & Associates is a great fit for your audit for a variety of other reasons, including:

- **Experience**

Grau is proud of the fact that the personnel we assign to your audit are some of the most experienced auditors in the field. Unlike many other firms, our auditors work almost exclusively with governmental entities, which mean they are more knowledgeable and efficient on audits like yours. Our engagement partners have decades of experience and take a hands-on approach to our assignments, which all ensures a smoother process for you. Also, due to Grau's very low turnover rate for our industry, you won't have to worry about retraining your auditors from year to year.

- **Service**

Our clients are pleased with the level of personalized service they receive from our talented professionals. Because of our extensive experience, we are adept at making the transition to a new firm as smooth as possible. We work with you to resolve any issues and keep in regular contact so there are no surprises when the final report delivers. In fact, your engagement team will report any potential audit adjustments to you on a regular basis so you will have adequate time to research and respond. Additionally, we have a disaster recovery plan that includes daily data back-ups and offsite file storage, so in the case of an emergency, your records would be safe.

- **Responsiveness**

We pride ourselves on our high level of responsiveness. We answer emails and telephone calls within 24 hours, and usually right away. We are always accessible to clients during business hours, and make every effort to answer any questions as they arise. Additionally, we don't just complete your audit and disappear. We understand the "big picture" and think beyond the traditional auditor's perspective. We remain in touch for the entire year, suggesting ways you can improve your District's performance, procedures and controls. We will update, advise and educate you on new or revised reporting requirements so you are sure to always remain compliant.

- **Reputation**

Our reputation in our field is impeccable. **We have never been involved in any litigation, proceeding or received any disciplinary action. Additionally, we have never been charged with, or convicted of, a public entity crime of any sort.** We have the professional staff available to perform the engagement and resources required to complete the work. We are financially stable and have never been involved in any bankruptcy proceedings.

- **Standards**

Grau & Associates is a professional association / licensed certified public accounting firm serving clients through the state of Florida. We are a member of the American Institute of Certified Public Accountants (AICPA) and the Florida Institute of Certified Public Accountants (FICPA). Additionally, individuals are members of both the (GFOA) and (FGFOA). Grau is also a member of the Governmental Audit Quality Center (GAQC). Our audit will follow the Auditing Standards of the AICPA, Generally Accepted Government Auditing Standards, issued by the Comptroller General of the United States, and the Rules of the Auditor General of the State of Florida, and any other applicable federal, state and local regulations. We will deliver our reports in accordance with your requirements.

This proposal is a firm and irrevocable offer for 90 days. We certify this proposal is made without previous understanding, agreement or connection either with any previous firms or corporations offering a proposal for the same items. We also certify our proposal is in all respects fair, without outside control, collusion, fraud, or otherwise illegal action, and was prepared in good faith. Only the person(s), company or parties interested in the project as principals are named in the proposal. Grau has no existing or potential conflicts, and anticipates no conflicts during the engagement. Our Federal I.D. number is 20-2067322.

We would be happy to answer any questions or provide additional information as needed. Please do not hesitate to call or email either of our Partners, Antonio J. Grau, CPA (tgrau@graucpa.com) or Racquel McIntosh, CPA (rmcintosh@graucpa.com) at 561.994.9299. We thank you for considering our firm's qualifications and experience, and look forward to serving you.

Very truly yours,

Grau & Associates



Antonio J. Grau



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

Firm Qualifications & Experience

Grau & Associates is a medium-sized accounting firm providing comprehensive financial and compliance auditing, attestation and accounting, and other management consulting services and we are properly registered and licensed by the State of Florida. The Partners, Consultant and Managers of Grau are members of the American Institute of Certified Public Accountants and the Florida Institute of Certified Public Accountants.

Grau & Associates is a properly registered/licensed State of Florida professional corporation and all assigned supervisory professional staff are properly registered/licensed to practice in the State of Florida.

Grau's Focus and Experience

- We are dedicated to serving **Special Districts**.
- We currently audit over **300 Special Districts**.
- Last year, Grau performed in excess of 19,000 **hours** of services for our Public Sector Clients under *Governmental Auditing Standards*.
- Grau currently **only** provides **audit and attestation** services principally for governmental and non-profit entities under government auditing standards. The firm and staff are 100% dedicated to the audit practice.

During Grau's history we have consistently focused on providing service to the public sector. By focusing our resources on this industry, we provide the highest level of services to our Public Sector Clients.

Grau & Associates has a total of 17 employees, 15 professional staff, including 2 *Partners* and 13 *professionals* who *specialize in providing auditing, accounting, consulting, and monitoring services to the Public Sector and 2 administrative professionals*. The number of professional staff by employee classification is as follows:

Team Member	Total Professional Staff	Total CPAs	Total Government Audit Staff
Partners *	2	2	2
Managers *	3	3	3
Advisory Consultant	1	1	1
Supervisor / Seniors *	4	2	4
Staff Accountants *	5	1	5
Total	15	9	15

***ALL FULL TIME EMPLOYEES**

Compliance with Government Education Requirements

In order to maintain our high level of technical competence, we provide continuing professional education programs for all partners and professional staff members, which exceed national and state standards. **All of the audit professionals of Grau & Associates exceed the education requirements as set forth in *Government Auditing Standards*, published by the Comptroller General of the United States, and our continuing professional education programs ensure that all audit professionals meet the requirements to participate in audits of government agencies.**

Professional Staff Training

Partners - All of our Partners are CPA's and have diversified public accounting experience. They are responsible for overall engagement performance, policy, direction and quality control and have ***far exceeded minimum CPE requirements***.

Managers - All of our Audit Managers are CPA's who have demonstrated the ability to plan audit engagements, supervise personnel and maintain frequent contact with clients. They continually upgrade their skills through the firm's continuing education programs and courses sponsored by the AICPA, FICPA and GFOA. They have ***far exceeded minimum CPE Requirements***.

Seniors - All of our Seniors have a minimum of 3 years of diversified public accounting experience. They perform audits, evaluate staff, review findings and prepare audit reports. They possess the potential for upward mobility and have ***far exceeded minimum CPE requirements***.

Memberships

All of the firm's CPA's are properly licensed as CPA's and members in good standing of both the American Institute of Certified Public Accountants and the Florida Institute of Certified Public Accountants. In addition, certain firm professionals are members or have been members of the following professional groups:

- FICPA Committee on State and Local Government
- Florida Government Finance Officers Association (FGOA)
- Special Review Committee of the Government Finance Officers Association
- Florida Institute of CPA Non-Profit Conference Committee
- Florida Association of Special Districts (FASD)
- FGFOA Annual Conference Program Committee
- FASD Finance Committee
- FICPA Young CPAs Committee
- FICPA Accounting Careers Committee

In addition, we have an ongoing recruitment program that seeks only those accountants with a proven record of academic success. When we recruit at the senior and manager level, we select CPA's with proven governmental accounting and auditing experience.

Quality Control and Confidentiality

Grau participates in an external quality review program requiring an on-site independent examination of our auditing practice. Grau has consistently received an unqualified opinion on the quality of our audit practice. During our firm's last external quality control review, six audits were reviewed, including five government audits. *A copy of the report on the firm's most recent quality review can be found on the following page.*

In addition to scheduled Peer Reviews, our firm continually monitors performance to ensure the highest quality of services. Under the supervision of the Audit Partner, an Audit Manager is responsible for monitoring quality control of all appropriate engagements.

Results of State and Federal Reviews

All state and federal reviews of the firm's reports and working papers have been accepted without change or revision to issued reports.



FICPA Peer Review Program
Administered in Florida by the
Florida Institute of CPAs



AICPA Peer Review Program
Administered in Florida by the
Florida Institute of CPAs

March 2, 2017

Antonio Jose Grau Jr, CPA
Grau & Associates
2700 N Military Trl Ste 350
Boca Raton, FL 33431

Dear Mr. Grau:

It is my pleasure to notify you that on March 2, 2017 the Florida Peer Review Committee accepted the report on the most recent system peer review of your firm. The due date for your next review is December 31, 2019. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Sincerely,

Paul N. Brown, CPA, CGMA
Director of Technical Services

cc: Daniel Joseph Hevia, CPA

Firm Number: 4390114

Review Number: 474720

325 W. College Ave. | P.O. Box 5437 | Tallahassee, FL 32314 | (850) 224-2727 | (800) 342-3197 | Fax: (850) 222-8190 | www.ficpa.org



PEER REVIEW PROGRAM

is proud to present this

Certificate of Recognition

to

Grau & Associates

For having a system of quality control for its accounting and auditing practice in effect for the year ended June 30, 2016 which has been designed to meet the requirements of the quality control standards for an accounting and auditing practice established by the AICPA and which was complied with during the year then ended to provide the firm with reasonable assurance of conforming with professional standards.

Anita Ford, Chair
AICPA Peer Review Board
2016

Partial List of Clients

The following is a partial list of clients served and related experience:

COMMUNITY DEVELOPMENT DISTRICTS	Governmental Audit	Utility Audit	Current Client	Year End
Aberdeen Community Development District	✓			9/30
Allen Plantation Community Development District	✓			9/30
Amelia Concourse Community Development District	✓			9/30
Amelia National Community Development District	✓			9/30
Amelia Walk Community Development District	✓			9/30
Anthem Park Community Development District	✓			9/30
Antigua at St. Augustine Community District	✓			9/30
Aqua One Community Development District	✓			9/30
Arbor Green Community Development District	✓		✓	9/30
Arbor Green Community Development District	✓		✓	9/30
Arlington Ridge Community Development District	✓			9/30
Armstrong Community Development District	✓		✓	9/30
Artisan Lakes Community Development District	✓			9/30
Asturia Community Development District	✓		✓	9/30
Ave Maria Stewardship Community Development District	✓		✓	9/30
Aventura Isles Community Development District	✓		✓	9/30
Bahia Lakes Community Development District	✓		✓	9/30
Ballantrae Community Development District	✓		✓	9/30
Ballantrae Hillsborough Community Development District	✓		✓	9/30
Bartram Park Community Development District	✓		✓	9/30
Bartram Springs Community Development District	✓		✓	9/30
Bay Creek Community Development District	✓		✓	9/30
Bay Laurel Community Development District	✓	✓	✓	9/30
Bay Tree Community Development District	✓		✓	9/30
Bayside Improvement Development District	✓		✓	9/30
Baywinds Community Development District	✓			9/30
Beach Community Development District	✓			9/30
Beacon Tradeport Community Development District	✓			9/30
Beeline Community Development District	✓		✓	9/30
Bella Verda East Community Development District	✓			9/30
Bella Verda Lake Community Development District	✓			9/30
Bella Vida Community Development District	✓		✓	9/30
Bellagio Community Development District	✓		✓	9/30
Belmont Community Development District	✓			9/30
Belmont Lakes Community Development District	✓		✓	9/30
Bexley Community Development District	✓		✓	9/30
Blackburn Creek Community Development District	✓			9/30
Bluewaters Community Development District	✓		✓	9/30

COMMUNITY DEVELOPMENT DISTRICTS	Governmental Audit	Utility Audit	Current Client	Year End
Bobcat Trail Community Development District	✓		✓	9/30
Boggy Creek Community Development District	✓			9/30
Bonita Landing Community Development District	✓		✓	9/30
Bonita Village Community Development District	✓		✓	9/30
Bonnett Creek Resort Community Development District	✓		✓	9/30
Bonterra Community Development District	✓		✓	9/30
Brandy Creek Community Development District	✓		✓	9/30
Bridgewater Community Development District	✓		✓	9/30
Bridgewater of Wesley Chapel Community Development District	✓			9/30
Briger Community Development District	✓		✓	9/30
Brighton Lakes Community Development District	✓		✓	9/30
Brooks of Bonita Springs I Community Development District	✓		✓	9/30
Brooks of Bonita Springs II Community Development District	✓		✓	9/30
Bull Frog Creek Community Development District	✓		✓	9/30
Candler Hills East Community Development District	✓			9/30
Capital Region Community Development District	✓			9/30
Captain's Key Dependent District	✓		✓	9/30
Caribe Palm Community Development District	✓		✓	9/30
Carlton Lakes Community Development District	✓		✓	9/30
Cascades at Groveland Community Development District	✓			9/30
Catalina at Winkler Preserve Community Development District	✓		✓	9/30
CBL/BM Port Orange West Community Development District	✓			9/30
Cedar Pointe Community Development District	✓			9/30
Celebration Point Community Development District	✓		✓	9/30
Central Lake Community Development District	✓		✓	9/30
Century Gardens Community Development District	✓		✓	9/30
Century Gardens at Tamiami Community Development District	✓		✓	9/30
Century Gardens Village Community Development District	✓		✓	9/30
Century Parc Community Development District	✓		✓	9/30
CFM (Coolidge Fort Myers) Community Development District	✓			9/30
Chapel Creek Community Development District	✓			9/30
Champions Gate Community Development District	✓		✓	9/30
Champion's Reserve Community Development District	✓		✓	9/30
Channing Park Community Development District	✓			9/30
City Center Community Development District	✓			9/30
City Place Community Development District	✓		✓	9/30
Clearwater Cay Community Development District	✓			9/30
Coastal Lake Community Development District	✓			9/30
Cocot Palms Community Development District	✓		✓	9/30
Coconut Cay Community Development District	✓		✓	9/30
Concorde Estates Community Development District	✓			9/30
Concorde Station Community Development District	✓		✓	9/30

COMMUNITY DEVELOPMENT DISTRICTS	Governmental Audit	Utility Audit	Current Client	Year End
Connerton West Community Development District	✓			9/30
Copper Creek Community Development District	✓		✓	9/30
Copper Oaks Community Development District	✓		✓	9/30
Copperstone Community Development District	✓		✓	9/30
Coral Bay Community Development District	✓		✓	9/30
Coral Keys Homes Community Development District	✓			9/30
Coral Town Park Community Development District	✓			9/30
Cordoba Ranch Community Development District	✓		✓	9/30
Corkscrew Farms Community Development District	✓		✓	9/30
Coronado Community Development District	✓		✓	9/30
Cory Lakes Community Development District	✓		✓	9/30
Country Club of Mount Dora Community Development District	✓			9/30
Country Greens Community Development District	✓		✓	9/30
Country Walk Community Development District	✓		✓	9/30
Covington Park Community Development District	✓		✓	9/30
Creeside Community Development District	✓		✓	9/30
Crestview II Community Development District	✓		✓	9/30
Crestview West Community Development District	✓		✓	9/30
Cross Country Home Services Community Development District	✓			9/30
Cross Creek Community Development District	✓			9/30
Cutler Cay Community Development District	✓			9/30
Cypress Cove Community Development District	✓		✓	9/30
Cypress Grove Community Development District	✓		✓	9/30
Cypress Lakes Community Development District	✓		✓	9/30
Cypress Shadows Community Development District	✓		✓	9/30
Deer Island Community Development District	✓			9/30
Deer Run Community Development District	✓			9/30
Diamond Hill Community Development District	✓			9/30
Double Branch Community Development District	✓		✓	9/30
Dove Pond Community Development District	✓			9/30
Downtown Doral Community Development District	✓		✓	9/30
Dunes Community Development District	✓	✓	✓	9/30
Dupree Lakes Community Development District	✓		✓	9/30
Eagle Point Community Development District	✓			9/30
East Bonita Bridge Road Community Development District	✓		✓	9/30
East Park Community Development District	✓		✓	9/30
Easton Park Community Development District	✓			9/30
Enclave at Black Point Marina Community Development District	✓		✓	9/30
Encore Community Development District	✓		✓	9/30
Enterprise Community Development District	✓	✓	✓	9/30
Epperson Ranch Community Development District	✓		✓	9/30
Estancia at Wiregrass Community Development District	✓			9/30

COMMUNITY DEVELOPMENT DISTRICTS	Governmental Audit	Utility Audit	Current Client	Year End
Estates at Cherry Lake Community Development District	✓		✓	9/30
Estuary Community Development District	✓			9/30
Falcon Trace Community Development District	✓		✓	9/30
Fallschase Community Development District	✓		✓	9/30
Fiddler's Creek Community Development District	✓			9/30
Fishhawk I Community Development District	✓		✓	9/30
Fishhawk II Community Development District	✓		✓	9/30
Fishhawk III Community Development District	✓			9/30
Fishhawk IV Community Development District	✓		✓	9/30
Fleming Island Plantation Community Development District	✓		✓	9/30
Florida Green Finance Authority	✓		✓	9/30
Founder's Ridge Community Development District	✓			9/30
Fountainbleau Lakes Community Development District	✓		✓	9/30
Forest Creek Community Development District	✓			9/30
Gardens at Millenia Community Development District	✓			9/30
Glen St. Johns Community Development District	✓			9/30
Gramercy Farms Community Development District	✓			9/30
Grand Bay at Doral Community Development District	✓		✓	9/30
Grand Hampton Community Development District	✓		✓	9/30
Grand Haven Community Development District	✓		✓	9/30
Greater Lakes/Sawgrass Community Development District	✓		✓	9/30
Green Corridor PACE District	✓		✓	9/30
Greyhawk Landing Community Development District	✓			9/30
Groves Community Development District	✓		✓	9/30
Habitat Community Development District	✓			9/30
Hacienda Lakes Community Development District	✓		✓	9/30
Hamal Community Development District	✓		✓	9/30
Hammocks Community Development District	✓		✓	9/30
Harbor Bay Community Development District	✓			9/30
Harbour Isles Community Development District	✓			9/30
Harbourage at Braden River Community Development District	✓		✓	9/30
Harmony Community Development District	✓			9/30
Harrison Ranch Community Development District	✓			9/30
Hawk's Point Community Development District	✓			9/30
Hemmingway Point Community Development District	✓		✓	9/30
Heritage Bay Community Development District	✓		✓	9/30
Heritage Greens Community Development District	✓		✓	9/30
Heritage Harbor Community Development District	✓			9/30
Heritage Harbor at Braden River Community Development District	✓			9/30
Heritage Harbour Market Place Community Development District	✓			9/30
Heritage Harbour South Community Development District	✓			9/30
Heritage Isles at Viera Community Development District	✓			9/30

COMMUNITY DEVELOPMENT DISTRICTS	Governmental Audit	Utility Audit	Current Client	Year End
Heritage Isles Community Development District	✓			9/30
Heritage Landing Community Development District	✓		✓	9/30
Heritage Oak Park Community Development District	✓		✓	9/30
Heritage Park Community Development District	✓		✓	9/30
Heritage Plantation Community Development District	✓		✓	9/30
Heritage Springs Community Development District	✓		✓	9/30
Heron Isles Community Development District	✓			9/30
Hickory Hammock Community Development District	✓			9/30
High Ridge/Quantum Community Development District	✓			9/30
Highlands Community Development District	✓		✓	9/30
Hollywood Beach Community Development District	✓		✓	9/30
Homestead 50 Community Development District	✓			9/30
Hypoluxo-Haverhill Community Development District	✓		✓	9/30
Independence Park Community Development District	✓			9/30
Indigo Community Development District	✓		✓	9/30
Indigo East Community Development District	✓		✓	9/30
Interlaken Community Development District	✓			9/30
Islands at Doral III Community Development District	✓		✓	9/30
Islands at Doral (NE) Community Development District	✓		✓	9/30
Islands at Doral (SW) Community Development District	✓		✓	9/30
Islands at Doral Townhomes Community Development District	✓		✓	9/30
Isles of Bartram Park Community Development District	✓		✓	9/30
Journey's End Community Development District	✓		✓	9/30
Jurlington Creek Plantation Community Development District	✓			9/30
K-Bar Ranch Community Development District	✓		✓	9/30
Kendall Breeze Community Development District	✓		✓	9/30
Kendall Breeze West Community Development District	✓		✓	9/30
Key Marco Community Development District	✓		✓	9/30
Keys Cove Community Development District	✓		✓	9/30
Keys Cove II Community Development District	✓		✓	9/30
La Collina Community Development District	✓		✓	9/30
Laguna Estates Community Development District	✓			9/30
Laguna Lakes Community Development District	✓		✓	9/30
Lake Ashton Community Development District	✓		✓	9/30
Lake Ashton II Community Development District	✓		✓	9/30
Lake Francis Community Development District	✓		✓	9/30
Lake Padgett Estates Independent District	✓		✓	9/30
Lake Powell Residential Golf Community Development District	✓			9/30
Lakes by the Bay South Community Development District	✓		✓	9/30
Lakeshore Ranch Community Development District	✓			9/30
Lakeside Community Development District	✓			9/30
Lakeside Landings Community Development District	✓			9/30

COMMUNITY DEVELOPMENT DISTRICTS	Governmental Audit	Utility Audit	Current Client	Year End
Lakeside Plantation Community Development District	✓		✓	9/30
Lakewood Ranch 1 Community Development District	✓			9/30
Lakewood Ranch 2 Community Development District	✓			9/30
Lakewood Ranch 3 Community Development District	✓			9/30
Lakewood Ranch 4 Community Development District	✓			9/30
Lakewood Ranch 5 Community Development District	✓			9/30
Lakewood Ranch 6 Community Development District	✓			9/30
Legacy Springs Community Development District	✓			9/30
Legends Bay Community Development District	✓			9/30
Lexington Community Development District	✓		✓	9/30
Live Oak Lake Community Development District	✓		✓	9/30
Live Oak No. 1 Community Development District	✓		✓	9/30
Long Lake Ranch Community Development District	✓		✓	9/30
Longleaf Community Development District	✓			9/30
Lucaya Community Development District	✓		✓	9/30
Madeira Community Development District	✓			9/30
Magnolia Park Community Development District	✓			9/30
Magnolia West Community Development District	✓			9/30
Main Street Community Development District	✓			9/30
Mainstreet Community Development District	✓			9/30
Majorca Isles Community Development District	✓		✓	9/30
Maple Ridge Community Development District	✓		✓	9/30
Marsh Harbour Community Development District	✓			9/30
Marshall Creek Community Development District	✓			9/30
Mayfair Community Development District	✓			9/30
Meadow Pines Community Development District	✓		✓	9/30
Meadow Point I Community Development District	✓		✓	9/30
Meadow Point III Community Development District	✓			9/30
Meadow Point IV Community Development District	✓			9/30
Meadow Woods Community Development District	✓			9/30
Mediterra North Community Development District	✓		✓	9/30
Mediterra South Community Development District	✓		✓	9/30
Mediterranea Community Development District	✓		✓	9/30
Middle Village Community Development District	✓		✓	9/30
Mira Lago West Community Development District	✓			9/30
Mirada Community Development District	✓		✓	9/30
Miromar Lakes Community Development District	✓			9/30
Montecito Community Development District	✓		✓	9/30
Monterey/Congress Community Development District	✓		✓	9/30
Myakka Community Development District	✓		✓	9/30
Moody River Estates Community Development District	✓			9/30
Myakka Ranch Community Development District	✓		✓	9/30

COMMUNITY DEVELOPMENT DISTRICTS	Governmental Audit	Utility Audit	Current Client	Year End
Myrtle Creek Community Development District	✓			9/30
Naples Heritage Community Development District	✓		✓	9/30
Narcoossee Community Development District	✓			9/30
Newport Tampa Bay Community Development District	✓			9/30
North Dade Community Development District	✓		✓	9/30
Northern Riverwalk Community Development District	✓		✓	9/30
Northwood Community Development District	✓			9/30
Oak Creek Community Development District	✓		✓	9/30
Oakridge Community Development District	✓		✓	9/30
Oaks at Shady Creek, The Community Development District	✓		✓	9/30
Oakstead Community Development District	✓		✓	9/30
Old Palm Community Development District	✓		✓	9/30
Orchid Grove Community Development District	✓		✓	9/30
Osprey Oaks Community Development District	✓		✓	9/30
OTC Community Development District	✓		✓	9/30
Palm Bay Community Development District	✓		✓	9/30
Palm Beach Plantation Community Development District	✓			9/30
Palm Coast Park Community Development District	✓		✓	9/30
Palm Glades Community Development District	✓			9/30
Palma Sola Trace Community Development District	✓		✓	9/30
Palms of Terra Ceia Bay Community Development District	✓		✓	9/30
Pan American West Community Development District	✓			9/30
Panther Trace I Community Development District	✓		✓	9/30
Panther Trace II Community Development District	✓			9/30
Panther Trails Community Development District	✓		✓	9/30
Parker Road Community Development District	✓			9/30
Parklands Lee Community Development District	✓		✓	9/30
Parklands West Community Development District	✓		✓	9/30
Parkway Center Community Development District	✓			9/30
Paseo Community Development District	✓			9/30
PBR Community Development District	✓			9/30
Pebblewalk Village Community Development District	✓			9/30
Pelican Marsh Community Development District	✓			9/30
Pembroke Harbor Community Development District	✓		✓	9/30
Pentathlon Community Development District	✓		✓	9/30
Pine Air Lakes Community Development District	✓		✓	9/30
Pine Island Community Development District	✓			9/30
Pine Island South Community Development District	✓			9/30
Piney-Z Community Development District	✓			9/30
Pioneer Community Development District	✓			9/30
Poinciana Community Development District	✓			9/30
Poinciana West Community Development District	✓		✓	9/30

COMMUNITY DEVELOPMENT DISTRICTS	Governmental Audit	Utility Audit	Current Client	Year End
Portico Community Development District	✓		✓	9/30
Portofino Cove Community Development District	✓		✓	9/30
Portofino Isles Community Development District	✓		✓	9/30
Portofino Landings Community Development District	✓		✓	9/30
Portofino Shores Community Development District	✓		✓	9/30
Portofino Springs Community Development District	✓			9/30
Portofino Vineyards Community Development District	✓			9/30
Portofino Vista Community Development District	✓		✓	9/30
Preserve at Wilderness Lake Community Development District	✓			9/30
Principal One Community Development District	✓		✓	9/30
Quantum Community Development District	✓			9/30
Quantum Park Overlay Community Development District	✓		✓	9/30
Quarry Community Development District	✓		✓	9/30
Randal Park Community Development District	✓		✓	9/30
Remington Community Development District	✓			9/30
Renaissance Community Development District	✓		✓	9/30
Reserve Community Development District	✓			9/30
Reserve 2 Community Development District	✓		✓	9/30
Reunion East Community Development District	✓			9/30
Reunion West Community Development District	✓			9/30
River Bend Community Development District	✓			9/30
River Glen Community Development District	✓			9/30
River Hall Community Development District	✓			9/30
River Place on the St. Lucie Community Development District	✓			9/30
River Ridge Community Development District	✓		✓	9/30
Rivercrest Community Development District	✓			9/30
Rivers Edge Community Development District	✓			9/30
Sable Palm Community Development District	✓		✓	9/30
Sail Harbour Community Development District	✓		✓	9/30
Sampson Creek Community Development District	✓			9/30
Sandy Creek Community Development District	✓		✓	9/30
Sausalito Bay Community Development District	✓		✓	9/30
Seven Oaks I Community Development District	✓			9/30
Seven Oaks II Community Development District	✓			9/30
Silver Palms Community Development District	✓		✓	9/30
Silverado Community Development District	✓		✓	9/30
Six Mile Creek Community Development District	✓		✓	9/30
Somerset Community Development District	✓			9/30
Sonoma Bay Community Development District	✓		✓	9/30
South Bay Community Development District	✓			9/30
South Fork Community Development District	✓			9/30
South Fork East Community Development District	✓		✓	9/30

COMMUNITY DEVELOPMENT DISTRICTS	Governmental Audit	Utility Audit	Current Client	Year End
South Fork III Community Development District	✓		✓	9/30
South Kendall Community Development District	✓			9/30
South Shore Corporate Park Industrial Community Development District	✓		✓	9/30
South-Dade Venture Development District	✓		✓	9/30
South Village Community Development District	✓			9/30
Southaven Community Development District	✓			9/30
Southern Hills Plantation I Community Development District	✓			9/30
Southern Hills Plantation II Community Development District	✓			9/30
Southern Hills Plantation III Community Development District	✓			9/30
Spicewood Community Development District	✓		✓	9/30
Split Pine Community Development District	✓			9/30
Springridge Community Development District (formerly Killarney)	✓		✓	9/30
St. John's Forest Community Development District	✓			9/30
Sterling Hill Community Development District	✓			9/30
Stevens Plantation Community Development District	✓		✓	9/30
Stonebrier Community Development District	✓			9/30
Stonegate Community Development District	✓		✓	9/30
Stoneybrook at Venice Community Development District	✓		✓	9/30
Stoneybrook Community Development District	✓		✓	9/30
Stoneybrook Oaks Community Development District	✓			9/30
Storey Park Community Development District	✓		✓	9/30
Summerville Community Development District	✓		✓	9/30
Summit at Fern Hill Community Development District	✓		✓	9/30
Sunny Hills Units 12-15 Dependent District	✓			9/30
SWI Community Development District	✓			9/30
Talavera Community Development District	✓		✓	9/30
Talis Park Community Development District	✓		✓	9/30
Tampa Palms Community Development District	✓		✓	9/30
Tampa Palms Open Space and Transport Community Development District	✓		✓	9/30
Tapestry Community Development District	✓		✓	9/30
Tara Community Development District	✓			9/30
Terra Bella Community Development District	✓			9/30
Tesoro Community Development District	✓		✓	9/30
Thousand Oaks Community Development District	✓		✓	9/30
Tison's Landing Community Development District	✓			9/30
Tolomato Community Development District	✓		✓	9/30
Tomoka Community Development District	✓		✓	9/30
Toscana Isles Community Development District	✓			9/30
Town Center at Palm Coast Community Development District	✓		✓	9/30
Tradition Community Development District	✓			9/30
Trails Community Development District	✓			9/30
Trails at Monterey Community Development District	✓		✓	9/30

COMMUNITY DEVELOPMENT DISTRICTS	Governmental Audit	Utility Audit	Current Client	Year End
Treaty Oaks Community Development District	✓			9/30
Tree Island Estates Community Development District	✓		✓	9/30
Treeline Preserve Community Development District	✓			9/30
Trevesta Community Development District	✓		✓	9/30
Triple Creek Community Development District	✓		✓	9/30
TSR Community Development District	✓		✓	9/30
Turnbull Creek Community Development District	✓		✓	9/30
Turtle Run Community Development District	✓			9/30
Tuscany Reserve Community Development District	✓			9/30
Twelve Oaks Community Development District	✓			9/30
Two Creeks Community Development District	✓		✓	9/30
University Place Community Development District	✓		✓	9/30
University Square Community Development District	✓			9/30
Urban Orlando Community Development District	✓		✓	9/30
Valencia Acres Community Development District	✓			9/30
Vasari Community Development District	✓		✓	9/30
Venetian Community Development District	✓			9/30
Venetian Isles Community Development District	✓		✓	9/30
Venetian Parc Community Development District	✓		✓	9/30
Verandah Community Development District	✓		✓	9/30
Verandah East Community Development District	✓		✓	9/30
Verandah West Community Development District	✓		✓	9/30
Verandahs Community Development District	✓		✓	9/30
Verano #1 Community Development District	✓		✓	9/30
Verano Center Community Development District	✓		✓	9/30
Verona Walk Community Development District	✓			9/30
Viera East Community Development District	✓		✓	9/30
Villa Portofino East Community Development District	✓		✓	9/30
Villa Portofino West Community Development District	✓		✓	9/30
Villa Vizcaya Community Development District	✓		✓	9/30
Village Walk of Bonita Springs Community Development District	✓			9/30
Villages at Bloomingdale Community Development District	✓			9/30
Village at Gulfstream Park Community Development District	✓		✓	9/30
Villages of Glen Creek Community Development District	✓		✓	9/30
Villages of Westport Community Development District	✓			9/30
Vista Community Development District	✓		✓	9/30
Vista Lakes Community Development District	✓		✓	9/30
Vizcaya in Kendall Community Development District	✓		✓	9/30
Walnut Creek Community Development District	✓		✓	9/30
Waterchase Community Development District	✓		✓	9/30
Waterford Estates Community Development District	✓		✓	9/30
Waterford Landing Community Development District	✓		✓	9/30

COMMUNITY DEVELOPMENT DISTRICTS	Governmental Audit	Utility Audit	Current Client	Year End
Watergrass Community Development District	✓		✓	9/30
Waterlefe Community Development District	✓			9/30
Water's Edge Community Development District	✓		✓	9/30
Waterset North Community Development District	✓			9/30
Waterstone Community Development District	✓		✓	9/30
Wentworth Estates Community Development District	✓			9/30
West Lake Community Development District	✓		✓	9/30
West Villages Independent District	✓		✓	9/30
Westchase Community Development District	✓		✓	9/30
Westchester Community Development District	✓			9/30
Westridge Community Development District	✓			9/30
Willow Creek Community Development District	✓			9/30
Winding Cypress Community Development District	✓		✓	9/30
Windsor at Westside Community Development District	✓		✓	9/30
Winston Trails East Community Development District	✓			9/30
Winter Garden Village at Fowler Groves Community Development District	✓			9/30
Woodlands Community Development District	✓			9/30
World Commerce Community Development District	✓			9/30
Wyndam Park Community Development District	✓		✓	9/30
Wynnfield Lakes Community Development District	✓			9/30
Wynnmere West Community Development District	✓		✓	9/30
TOTAL	437	3	255	

OTHER GOVERNMENTAL ENTITIES	Attestation Services	Consulting Services	Governmental Audit	Single Audit	CAFR	Current Client	Year End
Broward County School District (Joint Venture) (Assessment of Maintenance Operations)		✓					N/A
Broward County School District (Joint Venture, 20%)			✓	✓	✓		6/30
Florida Community College at Jacksonville (Internal Audit)	✓						6/30
Florida Transit Association Finance Corporation		✓	✓			✓	6/30
Highland County School District (Internal Funds Audit)			✓				6/30
Palm Beach County School District (Assessment of maintenance for Facility and Property Management) (Internal Funds Audit)		✓	✓				6/30
Palm Beach County School District (Joint Venture, 20%)			✓	✓	✓		6/30
Migrant Health Services of Palm Beach County			✓	✓			N/A
South Florida Water Management District				✓			9/30
South Florida Water Management District CERP Program Management Services (Joint Venture)	✓						N/A
State of Florida Department of Management Services (Construction)			✓				N/A
State of Florida Department of Transportation (Overhead Audits - Various)			✓			✓	N/A
TOTAL	2	3	8	4	2	2	

NON-PROFIT CLIENTS SERVED AND RELATED EXPERIENCE	Attestation Services	Financial Audit	Consulting Services	Governmental Audit	Single Audit	Tax Services	Current Client	Year End
Aid to Victims of Domestic Abuse, Inc.		✓		✓	✓	✓	✓	6/30
Alliance for Human Services, Inc.		✓				✓		6/30
Brevard Workforce Development Board, Inc.				✓	✓			6/30
Broward County Human Rights Board/Division (Joint Venture, 30%)	✓		✓					N/A
Broward Education Foundation		✓		✓	✓	✓		6/30
CareerSource Broward		✓					✓	9/30
Christian Manor	✓	✓	✓	✓	✓	✓		12/31
Delray Beach Community Land Trust				✓		✓		9/30
Family Promise	✓			✓				12/31
Florida Public Transportation Association, Inc.	✓	✓				✓		9/30
Florida Transit Association Finance Corporation		✓				✓		9/30
Hispanic Human Resources Council	✓	✓	✓	✓	✓	✓	✓	9/30
Mae Volen Senior Center	✓	✓		✓	✓	✓	✓	6/30
National Board for Registration of Registrars		✓				✓		3/31
National Cancer Registration Board		✓				✓		6/30
North Lauderdale Academy High School	✓			✓				6/30
Northwood Development Corporation	✓	✓	✓	✓	✓	✓		9/30
Palm Beach Community College Foundation			✓	✓		✓		6/30
Palm Beach County Workforce Development Board (Joint Venture, 25%)	✓							6/30
Pasco-Hernando Workforce Board		✓					✓	6/30
Southwest Florida Workforce Development Board				✓	✓		✓	6/30
Urban League of Palm Beach County				✓	✓			6/30
TOTAL	9	13	5	13	9	13	6	

RETIREMENT PLANS	Financial Audit	ERISA/DOL	Current Client	Year End
Campbell Property Management 401(k)	✓	✓	✓	12/31
City of Cooper City General Employee Retirement Plan	✓		✓	9/30
City of Lauderhill General Employee Retirement Plan	✓		✓	9/30
City of Parkland Police Pension Fund	✓		✓	9/30
City of Sunrise General Employees' Retirement System	✓		✓	9/30
Cross County Home Services and Affiliates 401(k) Plan	✓	✓	✓	9/30
Danmar Corporation 401(k) Plan	✓	✓		12/31
Florida Public Utilities 401(k) and Pension Plans	✓	✓		12/31
Jacksonville Police and Fire Pension Fund	✓			9/30
Pinetree Water Control District Defined Contribution Retirement Plan	✓			9/30
San Carlos Park Fire Protection and Rescue Service District	✓		✓	9/30
Town of Davie General Employees Retirement Plan	✓			9/30
Town of Hypoluxo Defined Contribution Retirement Plan	✓		✓	9/30
Town of Lauderdale By The Sea Volunteer Firefighters Pension Plan	✓		✓	9/30
TOTAL	14	4	9	

SPECIAL DISTRICTS	Governmental Audit	Single Audit	Utility Audit	Current Client	Year End
Belle Fontaine Improvement District	✓				9/30
Boca Raton Airport Authority	✓			✓	9/30
Central Broward Water Control District	✓			✓	9/30
Central County Water Control District	✓				9/30
Citrus County Mosquito Control District	✓				9/30
Coquina Water Control District	✓			✓	9/30
East Central Regional Wastewater Treatment Facility	✓		✓	✓	9/30
East Naples Fire Control and Rescue District	✓			✓	9/30
Greater Boca Raton Beach and Park District	✓			✓	9/30
Greeneway Improvement District	✓				9/30
Hobe-St. Lucie Conservancy District	✓			✓	9/30
Homestead Educational Facilities Benefits District	✓				9/30
Horizons Improvement District	✓				9/30
Indian Trail Improvement District	✓			✓	9/30
Key Largo Waste Water Treatment District	✓	✓	✓	✓	9/30
Lake Padgett Estates Independent Special District	✓				9/30
Lakewood Ranch Inter-District Authority	✓				9/30
Lost Rabbit Public Improvement District	✓				9/30
Loxahatchee Groves Water Control District	✓			✓	9/30
Myakka City Fire Control District	✓				9/30
Old Plantation Control District	✓			✓	9/30
Pal Mar Water Control District	✓			✓	9/30
Palm Beach Soil and Water Conservation District	✓				9/30
Pinellas Park Water Management District	✓			✓	9/30
Pine Tree Water Control District (Broward)	✓			✓	9/30
Pinetree Water Control District (Wellington)	✓			✓	9/30
Ranger Drainage District	✓			✓	9/30
Renaissance Improvement District	✓			✓	9/30
San Carlos Park Fire Protection and Rescue Service District	✓			✓	9/30
South Central Regional Wastewater Treatment and Disposal Board	✓	✓		✓	9/30
South Indian River Water Control District	✓	✓		✓	9/30
South Trail Fire Protection & Rescue District	✓			✓	9/30
St. Lucie West Services District	✓			✓	9/30
Sun 'N Lake of Sebring Improvement District	✓		✓		9/30
Sunshine Water Control District	✓			✓	9/30
Twelve Oaks Improvement District	✓				9/30
West Lakeland Water Control District	✓				9/30
West Villages Independent District	✓			✓	9/30
TOTAL	38	3	3	24	



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

Staff Qualifications, Experience & Resumes

QUALITY AND EXPERIENCE OF FIRM'S ASSIGNED AUDITING PERSONNEL

You will have two partners available and our consultant for any technical assistance. In addition, an audit manager will be available for the engagement and a senior will be assigned to the engagement that will perform the majority of fieldwork. Additional staff are available to assist with the engagement should the need arise.

Name	Years performing government audits	CPE within last 2 years	Professional Memberships
ANTONIO J. GRAU, CPA (Partner)	Over 30	Government Accounting, Auditing: 63 hours Accounting, Auditing and Other: 62 hours	AICPA FICPA FGFOA GFOA
ANTONIO S. GRAU, CPA (Concurring Review Consultant)	Over 40	Government Accounting and Auditing: 32 hours Accounting, Auditing and Other: 62 hours	AICPA FICPA ICPA
RACQUEL MCINTOSH, CPA (Partner)	Over 13	Government Accounting and Auditing hours:62 Accounting, Auditing and Other: 20 hours	AICPA FICPA FGFOA FASD

POSITION DESCRIPTIONS

Engagement Partner

The engagement will be performed under the direct supervision of an Engagement Partner. The Engagement Partner will participate extensively during the various stages of the engagement and has direct responsibility for engagement policy, direction, supervision, quality control, security, confidentiality of information of the engagement and communication with client personnel.

The Engagement Partner will also be involved in:

- ❖ coordinating all services;
- ❖ directing the development of the overall audit approach and plan;
- ❖ performing an overriding review of work papers;
- ❖ resolving technical accounting and reporting issues;
- ❖ reviewing, approving and signing reports, management letters, and other audit engagement products; and,
- ❖ ascertaining client satisfaction with all aspects of our engagement, such as services and the personnel assigned.



Concurring Review and Advisory Consultant

A Concurring Review Consultant will be available as a sounding board to advise in those areas where problems are encountered. He will also perform a second review of all reports to be issued by Grau & Associates.

Audit Manager and Senior

The assigned personnel will work closely with the partner and the District to ensure that the financial statements and all other reports are prepared in accordance with professional standards and firm policy. Responsibilities will include:

- ❖ planning the audit;
- ❖ preparing or modifying audit programs, as needed;
- ❖ evaluating internal control and assessing risk;
- ❖ communicating with the client and the partners the progress of the audit; and
- ❖ determining that financial statements and all reports issued by the firm for accuracy, completeness and that they are prepared in accordance with professional standards and firm policy.

Information Technology Consultants and Personnel

In addition to the assigned personnel above, Grau and Associates has staff with significant IT auditing experience that will assist in the evaluation and testing of internal controls. Because our staff has both a financial audit and IT background, they are able to communicate effectively all IT related concerns to management. In addition, Grau contracts with an outside group of IT management consultants to assist with matters including, but not limited to; network and database security, internet security and vulnerability testing.

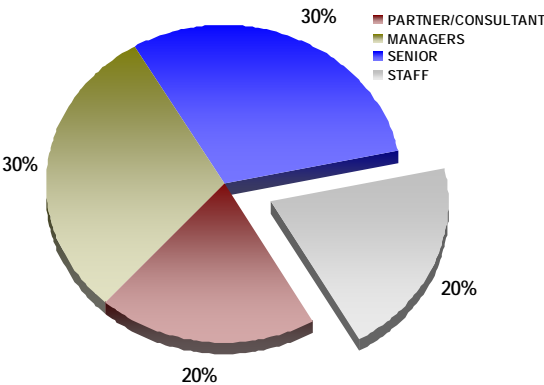
CONTINUITY OF STAFF AND AUDIT TEAM

Grau's engagement team's workload is organized in such a way that additional activities brought about by this engagement will not impact our current commitments to our clients. We have sufficient staff capacity to integrate these professional services into our present operations, while continuing to maintain the highest standards of quality and time lines for our clients.

COMPOSITION OF ENGAGEMENT TEAM

*In contrast to the majority of both national and local firms, **Grau’s proposed engagement team is comprised** of an exceptionally large percentage of high-level audit professionals. This gives us the ability to quickly recognize problems and be more efficient as a result of our Team’s **DECADES** of governmental auditing experience.*

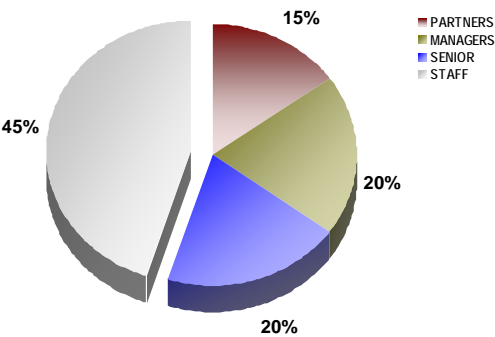
Grau & Associates



80 percent of engagement will be performed by
Partners, Management and Senior Staff

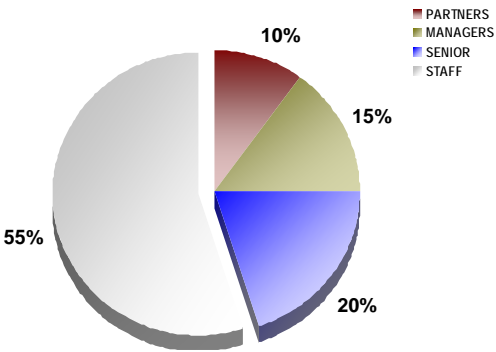
VS.

Typical Local CPA Firm:



Fifty-five percent of engagement is performed by “Management”

Typical National CPA Firm



Forty-five percent of engagement is performed by “Management”

Antonio J. Grau, CPA, Partner

e-mail: tgrau@graucpa.com

Education

Bachelor of Arts, Business Administration, 1983 University of South Florida; Certificate of Educational Achievement from the AICPA in Governmental Single Audits, 2016

Professional History

CPA, in Florida since February 28, 1985, Certificate No. 15330

Grau & Associates	Partner	2005-Present
Grau & Company	Partner	1995-2005
Grau & Company	Audit Manager	1987-1995
International Firm	Auditor	1985-1986
Grau & Company	Staff Accountant	1983-1984

Clients Served *(partial list)*

(>300) Various Special Districts	Key Largo Water Treatment District
Brevard Workforce Board	Mae Volen Senior Center, Inc.
Broward Education Foundation	North Lauderdale Academy High School
City of Cooper City	Orlando Housing Authority
City of Lauderdale Lakes	Palm Beach County Workforce Development Board
City of Lauderhill	Peninsula Housing Programs
City of Lauderhill General Pension	School Board of Broward County
City of North Lauderdale	School Board of Miami-Dade County
City of Oakland Park	School Board of Palm Beach County
City of Weston	South Florida Water Management District
Delray Beach Housing Authority	Southwest Florida Workforce Development Board
East Central Regional Wastewater Treatment Fac.	Town of Davie
Florida Community College at Jacksonville	Town of Highland Beach
Florida Department of Management Services	Town of Hypoluxo
Greater Boca Raton Park & Beach District	Village of Golf
Highland County School District	Village of Wellington
Hispanic Human Resource Council	West Palm Beach Housing Authority

Professional Education *(over the last two years)*

<u>Course</u>	<u>Hours</u>
Government Accounting and Auditing	63
Accounting, Auditing and Other	62
Total Hours	<u>125</u> <i>(includes of 4 hours of Ethics CPE)</i>

Other Qualifications

As a member of the Government Finance Officers Association Special Review Committee, Mr. Grau participated in the review process for awarding the GFOA Certificate of Achievement in Financial Reporting. Mr. Grau was the review team leader for the Quality Review of the Office of Management Audits of School Board of Miami-Dade County.

Professional Associations/Memberships

American Institute of Certified Public Accountants	Florida Government Finance Officers Association
Florida Institute of Certified Public Accountants	Government Finance Officers Association Member
City of Boca Raton Financial Advisory Board Member	

Antonio S. Grau, CPA, Concurring Review Consultant

e-mail: asgrau@graucpa.com

Education

Bachelor Degree, Business Administration, 1966, University of Miami, Certificate of Educational Achievement from the AICPA in Governmental and Not-For-Profit Accounting and Auditing, 1994/1995

Professional History

CPA in Florida since April 29, 1970, Certificate No. 2623

Grau & Company	Partner	1977-2004
Public Company	Financial Officer	1972-1976
International Firm	Auditor	1966-1972

Clients Served (partial list)

Mr. Grau was the head of the governmental audit department of Grau & Company, and performs the concurring review and advises on all the governmental audits of the firm.

Atlanta Housing Authority	Hispanic Human Resource Council
Broward County Housing Authority	Mae Volen Senior Center, Inc.
City of Dania Beach	Miami Beach Housing Authority
City of Lauderdale Lakes	North Lauderdale Academy High School
City of Lauderhill	Palm Beach County Workforce Development Board
City of Lauderhill General Pension	School Board of Miami-Dade County
City of Miami Springs	South Florida Water Management District
City of Oakland Park	Town of Hypoluxo
City of Sweetwater Pension	Town of Lauderdale-By-The-Sea
Florida Community College at Jacksonville	Town of Miami Lakes
Highland County School District	Town of Southwest Ranches
Downtown Development Authority of the City of	Village of Biscayne Park
Miami / Community Development Block Grants	West Palm Beach Housing Authority

Professional Education (over the last two years)

<u>Course</u>	<u>Hours</u>
Government Accounting and Auditing	32
Accounting, Auditing and Other	62
Total Hours	94 (includes of 4 hours of Ethics CPE)

Other Qualifications

Mr. Grau was the review team leader for the Quality Review of the Office of Management Audits of School Board of Miami-Dade County.

Professional Associations/Memberships

Member, American Institute of Certified Public Accountants
Member, Florida Institute of Certified Public Accountants
Past member, State and Local Government Committee, Florida
Past member, Quality Review Acceptance Committee, Florida
Past member of BKR International Committee on Government and Non-Profit Accounting and Auditing

Racquel C. McIntosh, CPA, Partner

e-mail: rmcintosh@graucpa.com / 561-939-6669

Education

Master of Accounting, MACC; Florida Atlantic University, December 2004;

Bachelor of Arts – Majors: Accounting and Finance; Florida Atlantic University, May 2003

Professional History

Grau & Associates	Partner	2014-Present
Grau & Associates	Manager	2009-2014
Grau & Associates	Senior Auditor	2007-2009
Grau & Associates	Staff Auditor	2006-2007
Grau & Company	Staff Auditor	2005-2006

Clients Served *(partial list)*

(>300) Various Special Districts	Pinetree Water Control District (Broward/Palm Beach)
Boca Raton Airport Authority	Ranger Drainage District
Brevard Workforce Development Board	San Carlos Park Fire Protection & Rescue District
Broward Education Foundation	South Central Reg. Wastewater Treatment & Disposal Bd.
Central Broward Water Control District	South Trail Fire Protection & Rescue
City of Cooper City	Southwest Florida Workforce Development Board
City of Pompano Beach (Joint Venture)	Sun N Lake of Sebring Improvement District
City of West Park	Town of Highland Beach
City of Weston	Town of Hypoluxo
East Central Reg. Wastewater Treatment Fac.	Town of Lantana
East Naples Fire Control & Rescue District	Town of Hillsboro Beach
Greater Boca Raton Beach & Park District	Village of Golf
Key Largo Wastewater Treatment District	Village of Wellington

Professional Education *(over the last two years)*

<u>Course</u>	<u>Hours</u>
Government Accounting and Auditing	62
Accounting, Auditing and Other	<u>20</u>
Total Hours	<u>82</u> <i>(includes of 4 hours of Ethics CPE)</i>

Professional Associations/ Memberships

American Institute of Certified Public Accountants	FICPA State & Local Government Committee
Florida Institute of Certified Public Accountants	FICPA Atlantic Chapter Board Member
FICPA Young CPAs Committee	FGFOA Palm Beach Chapter



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

References

We have included three references of government engagements that require compliance with laws and regulations, follow fund accounting, and have financing requirements, which we believe are similar to the District.

Two Creeks Community Development District

Scope of Work	Financial audit
Engagement Partner	Racquel McIntosh
Dates	Annually since 2007
Client Contact	William Rizzetta, President 12750 Citrus Park Lane, Suite 115 Tampa, Florida 33625 813-933-5571

Dunes Community Development District

Scope of Work	Financial audit
Engagement Partner	Antonio J. Grau
Dates	Annually since 1998
Client Contact	Darrin Mossing, Finance Director 475 W. Town Place, Suite 114 St. Augustine, Florida 32092 904-940-5850

Journey's End Community Development District

Scope of Work	Financial audit
Engagement Partner	Antonio J. Grau
Dates	Annually since 2004
Client Contact	Todd Wodraska, Vice President 2501 A Burns Road Palm Beach Gardens, Florida 33410 561-630-4922



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

Cost of Services

Our proposed all-inclusive fees for the financial audit for the fiscal years ended September 30, 2018-2020 are as follows:

<u>Year Ended September 30,</u>	<u>Fee</u>
2018	\$4,800
2019	\$4,900
2020	\$5,000
TOTAL	<u>\$14,700</u>

The above fees are based on the assumption that the District maintains its current level of operations. Should conditions change or Bonds are issued the fees would be adjusted accordingly upon approval from all parties concerned.



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

Supplemental Information

Specific Audit Approach

SCOPE / WORK PRODUCTS / RESULTS

Grau's Understanding of Work Product / Scope of Services:

We recognize the District is an important entity and we are confident our firm is eminently qualified to meet the challenges of this engagement and deliver quality audit services. ***You would be a valued client of our firm and we pledge to commit all firm resources to provide the level and quality of services (as described below) which not only meet the requirements set forth in the RFP but will exceed those expectations.*** Grau & Associates fully understands the scope of professional services and work products requested. Our audit will follow the Auditing Standards of the AICPA, *Generally Accepted Government Auditing Standards*, issued by the Comptroller General of the United States, and the Rules of the Auditor General of the State of Florida and any other applicable Federal, State or Local regulations. **We will deliver our reports in accordance with your requirements.**

Proposed segmentation of the engagement

Our approach to the audit engagement is a risk-based approach which integrates the best of traditional auditing techniques and a total systems concept to enable the team to conduct a more efficient and effective audit. The audit will be conducted in three phases, which are as follows:

Phase I - Preliminary Planning

A thorough understanding of your organization, service objectives and operating environment is essential for the development of an audit plan and for an efficient, cost-effective audit. During this phase, we will meet with appropriate personnel to obtain and document our understanding of your operations and service objectives and, at the same time, give you the opportunity to express your expectations with respect to the services that we will provide. Our work effort will be coordinated so that there will be minimal disruption to your staff.

During this phase we will perform the following activities:

- Review the regulatory, statutory and compliance requirements. This will include a review of applicable federal and state statutes, resolutions, bond documents, contracts, and other agreements.
- Read minutes of meetings.
- Review major sources of information such as budgets, organization charts, procedures, manuals, financial systems, and management information systems.
- Obtain an understanding of fraud detection and prevention systems.
- Obtain and document an understanding of internal control. Consider the methods that are used to process accounting information which influence the design of the internal control. This understanding includes knowledge about the design of relevant policies, procedures, and records, and whether they have been placed in operation.
- Assess risk and determine what controls we are to rely upon and what tests we are going to perform. Perform test of controls.
- Develop audit programs to incorporate the consideration of financial statement assertions, specific audit objectives, and appropriate audit procedures to achieve the specified objectives.
- Discuss and resolve any accounting, auditing and reporting matters which have been identified.

Phase II – Execution of Audit Plan

The audit team will complete a major portion of transaction testing and audit requirements during this phase. The procedures performed during this period will enable us to identify any matter that may impact the completion of our work or require the attention of management. Tasks to be performed in Phase II include, but are not limited to the following:

- Apply analytical procedures to further assist in the determination of the nature, timing, and extent of auditing procedures used to obtain evidential matter for specific account balances or classes of transactions.
- Perform tests of account balances and transactions through sampling, vouching, confirmation and other analytical procedures.
- Perform tests of compliance.

Phase III - Completion and Delivery

In this phase of the audit, we will complete the tasks related to year-end balances and financial reporting. All reports will be reviewed with management before issuance, and the partners will be available to meet and discuss our report and address any questions. Tasks to be performed in Phase III include, but are not limited to the following:

- Perform final analytical procedures.
- Review information and make inquiries for subsequent events.
- Meeting with Management to discuss preparation of draft financial statements and any potential findings or recommendations.

You should expect more from your accounting firm than a signature in your annual financial report. Our concept of truly responsive professional service emphasizes taking an active interest in the issues of concern to our clients and serving as an effective resource in dealing with those issues. In following this approach, we not only audit financial information with hindsight but also consider the foresight you apply in managing operations.

Application of this approach in developing our management letter is particularly important given the increasing financial pressures and public scrutiny facing today's public officials. We will prepare the management letter at the completion of our final procedures.

In preparing this management letter, we will initially review any draft comments or recommendations with management. In addition, we will take necessary steps to ensure that matters are communicated to those charged with governance.

In addition to communicating any recommendations, we will also communicate the following, if any:

- Significant audit adjustments;
- Significant deficiencies or material weaknesses;
- Disagreements with management; and,
- Difficulties encountered in performing the audit.

Our findings will contain a statement of condition describing the situation and the area that needs strengthening, what should be corrected and why. Our suggestions will withstand the basic tests of corrective action:

- The recommendation must be cost effective;
- The recommendations are to be the simplest to effectuate in order to correct a problem;
- The recommendation must go to the heart of the problem and not just correct symptomatic matter; and
- The corrective action must take into account why the deficiency occurred.

To assure full agreement with facts and circumstances, we will fully discuss each item with Management prior to the final exit conference. This policy means there will be no “surprises” in the management letter and fosters a professional, cooperative atmosphere.

Communications

We emphasize a continuous, year-round dialogue between the District and our management team. We typically begin our audit process with an entrance conference before the onsite fieldwork begins. We regularly communicate through personal telephone calls and electronic mail throughout the audit and on a regular basis. Our clients have the ability to transmit information to us on our secure client portal with the ability to assign different staff with separate log on and viewing capability. This further facilitates efficiency as all assigned users receive electronic mail notification as soon as new information has been posted into the portal. We strive to continue to keep an open line of communication through the fieldwork and ending with an exit conference.

Additional Services

CONSULTING / MANAGEMENT ADVISORY SERVICES

Grau & Associates also provide a broad range of other management consulting services. Our expertise has been consistently utilized by Governmental and Non-Profit entities throughout Florida. Examples of engagements performed are as follows:

- Accounting systems
- Development of budgets
- Organizational structures
- Financing alternatives
- IT Auditing
- Fixed asset records
- Cost reimbursement
- Indirect cost allocation
- Grant administration and compliance

ARBITRAGE

The federal government has imposed complex rules to restrict the use of tax-exempt financing. Their principal purpose is to eliminate any significant arbitrage incentives in a tax-exempt issue. We have determined the applicability of these requirements and performed the rebate calculations for more than 150 bond issues, including both fixed and variable rate bonds. Please find a partial list of clients served on the following pages.

***GRAU HAS PROVIDED ARBITRAGE SERVICES FOR
GOVERNMENTAL CLIENTS INCLUDING:***

- Aberdeen Community Development District
- Amelia Walk Community Development District
- Arlington Ridge Community Development District
- Bartram Park Community Development District
- Bartram Springs Community Development District
- Bayside Improvement District
- Baywinds Community Development District
- Beacon Lakes Community Development District
- Beacon Tradeport Community Development District
- Bobcat Trail Community Development District
- Boynton Village Community Development District
- Brandy Creek Community Development District
- Briger Community Development District
- Brighton Lakes Community Development District
- Brooks of Bonita Springs Community Development District
- Candler Hills East Community Development District
- Capital Region Community Development District
- Cedar Pointe Community Development District
- Championsgate Community Development District
- Chevel West Community Development District
- City Place Community Development District
- Coconut Cay Community Development District
- Colonial Country Club Community Development District
- Cory Lakes Community Development District
- Country Greens Community Development District
- Creekside Community Development District
- Double Branch Community Development District
- Dunes Community Development District
- Durbin Crossing Community Development District
- East Bonita Beach Road Plantation Comm. Development District
- East Homestead Community Development District
- East Park Community Development District
- Enclave at Black Point Marina Community Development District
- Falcon Trace Community Development District
- Fiddler's Creek Community Development District I
- Fiddler's Creek Community Development District II
- Fleming Island Plantation Comm. Dev. District
- Grand Haven Community Development District
- Griffin Lakes Community Development District
- Habitat Community Development District
- Hamal Community Development District
- Hammocks Community Development District
- Harbour Lakes Estates Comm. Development District
- Harmony Community Development District
- Heritage Bay Community Development District
- Heritage Palms Community Development District
- Heritage Pines Community Development District
- Heritage Springs Community Development District
- Huntington Community Development District
- Indigo East Community Development District
- Islands of Doral III Community Development District
- Julington Creek Plantation Comm. Dev. District
- Laguna Lakes Community Development District
- Lake Ashton Community Development District
- Lake Ashton II Community Development District
- Lake Powell Residential Golf Community Dev. District
- Lakes By The Bay South Community Dev. District
- Lakewood Ranch 1 Community Development District
- Landmark at Doral Community Development District
- Jurlington Creek Plantation Community Dev. District
- Lakewood Ranch 2 Community Development District
- Lakewood Ranch 3 Community Development District
- Lakewood Ranch 4 Community Development District
- Lakewood Ranch 5 Community Development District
- Lakewood Ranch 6 Community Development District
- Legacy Springs Improvement District No. 1
- Live Oak Community Development District
- Main Street Community Development District
- Marshall Creek Community Development District
- Meadow Pointe II Community Development District
- Mediterra North Community Development District
- Mediterra South Community Development District
- Mediterranean Community Development District
- Midtown Miami Community Development District
- Moody River Community Development District
- Monterra Community Development District
- Narcossee Community Development District
- North Springs Improvement District
- Oakstead Community Development District
- Old Palm Community Development District
- Orchid Grove Community Development District
- OTC Community Development District
- Overoaks Community Development District
- Palm Glades Community Development District
- Parklands Lee Community Development District
- Parklands West Community Development District
- Parkway Center Community Development District
- Pine Air Lakes Community Development District
- Pine Island Community Development District
- Pine Ridge Plantation Community Development District

ARBITRAGE SERVICES (Continued)

- Portofino Cove Community Development District
- Portofino Isles Community Development District
- Portofino Landings Community Development District
- Portofino Shores Community Development District
- Portofino Vista Community Development District
- Reunion East Community Development District
- Reunion West Community Development District
- Ridgewood Trails Community Development District
- River Place on the St. Lucie Community Dev. District
- Rolling Hills Community Development District
- Sampson Creek Community Development District
- South Dade Venture Community Development District
- South Village Community Development District
- Spicewood Community Development District
- Split Pine Community Development District
- Stonegate Community Development District
- Stoneybrook Community Development District
- Stoneybrook West Community Development District
- The Crossings at Fleming Island Comm. Dev. District
- Tison's Landing Community Development District
- Treeline Preserve Community Development District
- Turnbull Creek Community Development District
- Tuscany Reserve Community Development District
- University Place Community Development District
- Urban Orlando Community Development District
- Vasari Community Development District
- Verandah East Community Development District
- Verandah West Community Development District
- Verano Center Community Development District
- Villa Portofino East Community Development District
- Villa Vizcaya Community Development District
- Villages of Westport Comm. Development District
- Villasol Community Development District
- Vista Lakes Community Development District
- Vizcaya Community Development District
- Vizcaya in Kendall Community Development District
- Walnut Creek Community Development District
- Waterchase Community Development District
- Waterford Estates Community Development District
- Waterstone Community Development District
- Wentworth Estates Community Development District
- Westchester Community Development District #1
- Woodlands Community Development District
- Wynnfield Lakes Community Development District

**Grau provides value and services
above and beyond
the traditional auditor's "product"**

We look forward to providing **Ventana Community Development District with our resources and experience to accomplish not only those minimum requirements set forth in your Request for Proposal, but to exceed those expectations!**

**For even more information on Grau & Associates
please visit us on www.graucpa.com.**

VENTANA COMMUNITY DEVELOPMENT DISTRICT

November 1, 2018 Minutes of the Landowner's Election

Minutes of the Landowner's Election

The Landowner's Election of the Board of Supervisors for Ventana Community Development District were held on Thursday, November 1, 2018 at 2:00 p.m. at Meritus located at 2005 Pan Am Circle Suite 120, Tampa, FL 33607.

1. CALL TO ORDER/ROLL CALL

Debby Nussel called the Landowner's Election of the Board of Supervisors of the Ventana Community Development District to order on November 1, 2018 at 2:00 p.m.

Board Members Present:

Jeffery Hills	Chair
Ryan Motko	Vice Chair
Nick Dister	Supervisor
Brady Lefere	Supervisor

Staff Members Present:

Brian Lamb	Meritus	<i>via speakerphone</i>
Debby Nussel	Meritus	
Gene Roberts	Meritus	
Vivek Babbar	Straley Robin Vericker	<i>via speakerphone</i>
Kristen Schalter	Straley Robin Vericker	<i>via speakerphone</i>

Michelle Campbell	Eisenhower Property Group
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There were no residents present.

2. APPOINTMENT OF MEETING CHAIRMAN

Debby Nussel from Meritus stated that she will be serving as the meeting chairman.

3. ANNOUNCEMENT OF CANDIDATES/CALL FOR NOMINATIONS

Mrs. Nussel stated she had a ballot and proxy in hand from Pulte Home Company, LLC and a ballot from Ventana Holdings, LLC.

4. ELECTION OF SUPERVISORS

Mrs. Nussel announced the results: Brady Lefere with 216 votes, Kelly Evans with 174 votes, and Nick Dister with 173 votes. Mrs. Nussel stated that Brady Lefere will have Seat 3 with a four-

year term, Kelly Evans will have Seat 4 with a four-year term, and Nick Dister will have Seat 5 with a two-year term.

5. OWNERS REQUEST

There were no requests.

6. ADJOURNMENT

The landowner's election was closed.

DRAFT

**These minutes were done in 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:

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

Title:

- ☐ **Chairman**
☐ **Vice Chairman**

Recorded by Records Administrator

Signature

Date

Official District Seal

**VENTANA
COMMUNITY DEVELOPMENT DISTRICT**

November 1, 2018 Minutes of 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, November 1, 2018 at 2:00 p.m.** at Meritus, 2005 Pan Am Circle Suite 120, Tampa, FL 33607.

1. CALL TO ORDER/ROLL CALL

Debby Nussel called Regular Meeting of the Board of Supervisors of the Ventana Community Development District to order on **Thursday, November 1, 2018 at approximately 2:00 p.m.** and identified the supervisors present constituting a quorum.

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

Jeff Hills	Chairman
Ryan Motko	Vice Chairman
Nick Dister	Supervisor
Brady Lefere	Supervisor

Staff Members Present:

Brian Lamb	Meritus	<i>via speakerphone</i>
Debby Nussel	Meritus	
Gene Roberts	Meritus	
Vivek Babbar	Straley Robin Vericker	<i>via speakerphone</i>
Kristen Schalter	Straley Robin Vericker	<i>via speakerphone</i>

Michelle Campbell Eisenhower Property Group

There were no members of the general public in attendance.

2. PUBLIC COMMENTS ON AGENDA ITEMS

There were no audience questions and comments on agenda items.

3. BUSINESS ITEMS

A. Consideration of Resolution 2018-02; Canvassing & Certifying the Results of the Landowners Election

Mr. Lamb stated that Mrs. Nussel has the Oaths of Office for Supervisor Lefere and Supervisor Dister. The Board reviewed the resolution.

MOTION TO:	Approve Resolution 2019-02.
MADE BY:	Supervisor Motko
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion passed unanimously

B. Consideration of Resolution 2019-03; Designating Officers

The Board reviewed the resolution and decided to leave the officers as is.

MOTION TO:	Approve Resolution 2018-03, leaving the officers as is.
MADE BY:	Supervisor Lefere
SECONDED BY:	Supervisor Hills
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion passed unanimously

C. Appointment of Audit Committee

The Board reviewed the Audit Committee process.

MOTION TO:	Appoint the Board as the Audit Committee.
MADE BY:	Supervisor Lefere
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion passed unanimously

D. General Matters of the District

4. CONSENT AGENDA

- A. Consideration of Minutes of the Board of Supervisors Meeting October 4, 2018**
- B. Consideration of Operations and Maintenance Expenditures September 2018**
- C. Review of Financial Statements Month Ending September 30, 2018**

The Board reviewed the Consent Agenda items.

MOTION TO: Approve the Consent Agenda items.
MADE BY: Supervisor Hills
SECONDED BY: Supervisor Dister
DISCUSSION: None further
RESULT: Motion PASSED
4/0 - Motion Passed Unanimously

5. VENDOR/STAFF REPORTS

- A. District Counsel**
- B. District Engineer**
- C. District Manager**

6. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS

There were no supervisor requests.

7. ADJOURNMENT

MOTION TO: Adjourn.
MADE BY: Supervisor Lefere
SECONDED BY: Supervisor Motko
DISCUSSION: None Further
RESULT: Called to Vote: Motion PASSED
4/0 - 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

Official District Seal

Ventana Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Monthly Contract				
Meritus Districts	8605	\$ 3,770.88		Management Services - October
Monthly Contract Sub-Total		\$ 3,770.88		
Variable Contract				
Stantec	1417603	\$ 385.00		Professional Services - thru 09/21/18
Variable Contract Sub-Total		\$ 385.00		
Utilities				
Utilities Sub-Total		\$ 0.00		
Regular Services				
DEO	72954	\$ 175.00		FY19 Special District Fee - 10/01/18
Egis	7847	1,600.00		Insurance - 10/01/18-10/01/19
Tampa Bay Times	693311 101218	992.68		Landowner's Meeting - 10/12/18
Regular Services Sub-Total		\$ 2,767.68		
Additional Services				
Additional Services Sub-Total		\$ 0.00		
TOTAL:		\$ 6,923.56		

Approved (with any necessary revisions noted):

Signature

Printed Name

Ventana Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
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Title (check one):

☐ Chairman ☐ Vice Chairman ☐ Assistant Secretary

Meritus Districts

2005 Pan Am Circle
Suite 120
Tampa, FL 33607

INVOICE

Invoice Number: 8605
Invoice Date: Oct 1, 2018
Page: 1

Voice: 813-397-5121
Fax: 813-873-7070

Bill To:

Ventana CDD
2005 Pan Am Circle
Suite 120
Tampa, FL 33607

Ship to:

Customer ID	Customer PO	Payment Terms	
Ventana CDD		Net Due	
Sales Rep ID	Shipping Method	Ship Date	Due Date
			10/1/18

Quantity	Item	Description	Unit Price	Amount
	District Management	District Management Services - October		3,750.00
	Bank Fee	SunTrust acct analysis fee		20.88
Subtotal				3,770.88
Sales Tax				
Total Invoice Amount				3,770.88
Payment/Credit Applied				
TOTAL				3,770.88

Check/Credit Memo No:

REVIEWEDthomas 10/2/2018



INVOICE

Page 1 of 1

Received
OCT 09 2018

Invoice Number 1417603
Invoice Date October 2, 2018
Purchase Order 215613307
Customer Number 138587
Project Number 215613307

Bill To

Ventana CDD
Accounts Payable
c/o Meritus Districts
2005 Pan Am Circle Drive
Tampa FL 33607
United States

Please Remit To

Stantec Consulting Services Inc. (SCSI)
13980 Collections Center Drive
Chicago IL 60693
United States

Project	Ventana CDD			
	Project Manager	Stewart, Tonja L	For Period Ending	September 21, 2018
	Current Invoice Total (USD)	385.00		

Process requisitions

Top Task **218** **2018 FY General Consulting**

Professional Services

Billing Level		Current Hours	Rate	Current Amount
Level 05	Nurse, Vanessa M	3.50	110.00	385.00
	Subtotal Professional Services	<u>3.50</u>		<u>385.00</u>

Top Task Subtotal	2018 FY General Consulting	385.00
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Total Fees & Disbursements	<u>385.00</u>
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INVOICE TOTAL (USD)	385.00
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Due upon receipt or in accordance with terms of the contract

Please contact Summer Fillinger if you have any questions concerning this invoice.

Phone: (239) 939-1020 E-mail: Summer.Fillinger@Stantec.com**** PLEASE SEND AN INVOICE # WITH PAYMENT ****

Thank you.

REVIEWEDthomas 10/31/2018

Florida Department of Economic Opportunity, Special District Accountability Program
FY 2018/2019 Special District Fee Invoice and Update Form
 Required by Sections 189.064 and 189.018, Florida Statutes, and Chapter 73C-24, Florida Administrative Code

Invoice No.: 72954			Date Invoiced: 10/01/2018
Annual Fee: \$175.00	Late Fee: \$0.00	Received: \$0.00	Total Due, Postmarked by 12/03/2018: \$175.00

STEP 1: Review the following information, make changes directly on the form, and sign and date:

1. Special District's Name, Registered Agent's Name, and Registered Office Address:



Ventana Community Development District

Mr. Brian K. Lamb
 2005 Pan Am Circle, Suite 120
 Tampa, FL 33607

OCT 04 2018

- | | |
|---------------------------------------|-------------------------------|
| 2. Telephone: | (813) 397-5120 |
| 3. Fax: | (813) 873-7070 |
| 4. Email: | Brian.Lamb@merituscorp.com |
| 5. Status: | Independent |
| 6. Governing Body: | Elected |
| 7. Website Address: | www.ventanacdd.com |
| 8. County(ies): | Hillsborough |
| 9. Function(s): | Community Development |
| 10. Boundary Map on File: | 10/09/2017 |
| 11. Creation Document on File: | 10/09/2017 |
| 12. Date Established: | 04/12/2016 |
| 13. Creation Method: | Local Ordinance |
| 14. Local Governing Authority: | Hillsborough County |
| 15. Creation Document(s): | County Ordinance 16-6 |
| 16. Statutory Authority: | Chapter 190, Florida Statutes |
| 17. Authority to Issue Bonds: | Yes |
| 18. Revenue Source(s): | Assessments |
| 19. Most Recent Update: | 10/10/2017 |

I do hereby certify that the information above (changes noted if necessary) is accurate and complete as of this date.

Registered Agent's Signature: _____ Date 10.5.18

STEP 2: Pay the annual fee or certify eligibility for the zero fee:

a. **Pay the Annual Fee:** Pay the annual fee online by following the instructions at www.Floridajobs.org/SpecialDistrictFee or by check payable to the Department of Economic Opportunity.

b. **Or, Certify Eligibility for the Zero Fee:** By initialing each of the following items, I, the above signed registered agent, do hereby certify that to the best of my knowledge and belief, **ALL** of the following statements contained herein and on any attachments hereto are true, correct, complete, and made in good faith as of this date. I understand that any information I give may be verified.

1. _____ This special district and its Certified Public Accountant determined the special district is not a component unit of a local general-purpose government.
2. _____ This special district is in compliance with the reporting requirements of the Department of Financial Services.
3. _____ This special district reported \$3,000 or less in annual revenues to the Department of Financial Services on its Fiscal Year 2016/2017 Annual Financial Report (if created since then, attach an income statement verifying \$3,000 or less in revenues).

Department Use Only: Approved: _____ Denied: _____ Reason: _____

STEP 3: Make a copy of this form for your records.

STEP 4: Mail this form and payment (if paying by check) to the Department of Economic Opportunity, Bureau of Budget Management, 107 E. Madison Street, MSC 120, Tallahassee, FL 32399-4124. Direct any questions to (850) 717-8430.

REVIEWED thomas 10/31/2018



Ventana Community Development District
c/o Meritus
2005 Pan Am Circle, Suite 120
Tampa, FL 33607

INVOICE

Customer	Ventana Community Development District
Acct #	770
Date	09/17/2018
Customer Service	Kristina Rudez
Page	1 of 1

Payment Information	
Invoice Summary	\$ 1,600.00
Payment Amount	
Payment for:	Invoice#7847
100118328	

Thank You

Please detach and return with payment



Customer: Ventana Community Development District

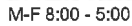
Invoice	Effective	Transaction	Description	Amount
7847	10/01/2018	Renew policy	Policy #100118328 10/01/2018-10/01/2019 Florida Insurance Alliance Package - Renew policy Due Date: 10/17/2018 Pub. Officials - \$1600 ⁰⁰ - 15502	1,600.00
				Total
				\$ 1,600.00

Thank You

FOR PAYMENTS SENT OVERNIGHT:
Egis Insurance Advisors LLC, Fifth Third Wholesale Lockbox, Lockbox #234021, 4900 W. 95th St Oaklawn, IL 60453

Remit Payment To: Egis Insurance Advisors, LLC	(321)320-7665	Date
Lockbox 234021 PO Box 84021 Chicago, IL 60689-4002	cbitner@egisadvisors.com	09/17/2018

REVIEWEDthomas 10/31/2018



REVIEWED dthomas 10/31/2018

Ventana Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Monthly Contract				
Meritus Districts	8714	\$ 3,771.42		Management Services - November
Monthly Contract Sub-Total		\$ 3,771.42		
Variable Contract				
Stantec	1430406	\$ 247.50		Professional Services - FY2019 General Consulting - thru 10/19/18
Variable Contract Sub-Total		\$ 247.50		
Utilities				
Utilities Sub-Total		\$ 0.00		
Regular Services				
Regular Services Sub-Total		\$ 0.00		
Additional Services				
Additional Services Sub-Total		\$ 0.00		
TOTAL:		\$ 4,018.92		

Approved (with any necessary revisions noted):

Signature

Printed Name

Title (check one):

☐ Chairman ☐ Vice Chairman ☐ Assistant Secretary

2005 Pan Am Circle
Suite 120
Tampa, FL 33607

Voice: 813-397-5121
Fax: 813-873-7070

INVOICE

Invoice Number: 8714
Invoice Date: Nov 1, 2018
Page: 1

Bill To:
Ventana CDD 2005 Pan Am Circle Suite 120 Tampa, FL 33607

Ship to:

Customer ID	Customer PO	Payment Terms	
Ventana CDD		Net Due	
	Shipping Method	Ship Date	Due Date
	Best Way		11/1/18

Quantity	Item	Description	Unit Price	Amount
		District Management Services - November		3,750.00
		SunTrust acct analysis fee		20.48
		Postage - September		0.94
		M		

Subtotal	3,771.42
Sales Tax	
Total Invoice Amount	3,771.42
Payment/Credit Applied	
TOTAL	3,771.42

REVIEWED dthomas 10/31/2018



INVOICE

Page 1 of 1

Invoice Number 1430406
Invoice Date November 2, 2018
Purchase Order 215613307
Customer Number 138587
Project Number 215613307

Bill To

Ventana CDD
Accounts Payable
c/o Meritus Districts
2005 Pan Am Circle Drive
Tampa FL 33607
United States

Please Remit To

Stantec Consulting Services Inc. (SCSI)
13980 Collections Center Drive
Chicago IL 60693
United States

Project	Ventana CDD			
	Project Manager	Stewart, Tonja L	Contract Upset	86,000.00
	Current Invoice Total (USD)	247.50	Amount Billed to Date	11,581.50
			For Period Ending	October 19, 2018

Process requisitions

Top Task	219	2019 FY General Consulting
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Professional Services

Billing Level		Current Hours	Rate	Current Amount
Level 05	Nurse, Vanessa M	2.25	110.00	247.50
	Subtotal Professional Services	<u>2.25</u>		<u>247.50</u>

Top Task Subtotal	2019 FY General Consulting	247.50
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Total Fees & Disbursements	247.50
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INVOICE TOTAL (USD)	247.50
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Due upon receipt or in accordance with terms of the contract

Please contact Summer Fillinger if you have any questions concerning this invoice.

Phone: (239) 939-1020 E-mail: Summer.Fillinger@Stantec.com

** PLEASE SEND AN INVOICE # WITH PAYMENT **

Thank you.

REVIEWEDdthomas 12/19/2018

Ventana Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Monthly Contract				
Meritus Districts	8797	\$ 3,752.35		Management Services - December
Monthly Contract Sub-Total		\$ 3,752.35		
Variable Contract				
Straley Robin Vericker	16426	\$ 1,681.90		Professional Services - General - thru 11/15/18
Variable Contract Sub-Total		\$ 1,681.90		
Utilities				
Utilities Sub-Total		\$ 0.00		
Regular Services				
Tampa Bay Times	717822 121018	\$ 431.00		Audit Proposals - 12/09/18
Regular Services Sub-Total		\$ 431.00		
Additional Services				
ADA Site Compliance	502	\$ 2,900.00		Compliance Shield - 12/13/18
Additional Services Sub-Total		\$ 2,900.00		
TOTAL:		\$ 8,765.25		

Approved (with any necessary revisions noted):

Signature

Printed Name

**Ventana Community Development District
Summary of Operations and Maintenance Invoices**

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
---------------	-----------------------------------	---------------	-------------------------	-----------------------------

Title (check one):

☐ Chairman ☐ Vice Chairman ☐ Assistant Secretary

Meritus Districts

2005 Pan Am Circle
Suite 120
Tampa, FL 33607

Voice: 813-397-5121
Fax: 813-873-7070

INVOICE

Invoice Number: 8797
Invoice Date: Dec 1, 2018
Page: 1

Bill To:

Ventana CDD
2005 Pan Am Circle
Suite 120
Tampa, FL 33607

Ship to:**Customer ID**

Ventana CDD

Customer PO**Payment Terms**


Net Due

Shipping Method

Best Way

Ship Date**Due Date**

12/1/18

Quantity	Item	Description	Unit Price	Amount
		District Management Services - December		3,750.00
		Postage - October		2.35
				

Subtotal	3,752.35
Sales Tax	
Total Invoice Amount	3,752.35
Payment/Credit Applied	
TOTAL	3,752.35

REVIEWEDthomas 12/19/2018

Straley Robin Vericker

1510 W. Cleveland Street

Tampa, FL 33606

Telephone (813) 223-9400 * Facsimile (813) 223-5043

Federal Tax Id. - 20-1778458

Ventana Community Development District
c/o Meritus Districts
2005 PAN AM CIRCLE, SUITE 120
Tampa, FL 33607

November 27, 2018
Client: 001470
Matter: 000001
Invoice #: 16426

Page: 1

RE: General

For Professional Services Rendered Through November 15, 2018

SERVICES

Date	Person	Description of Services	Hours
9/20/2018	KMS	DRAFT NOTICE OF LANDOWNER MEETING AND ELECTION OF BOARD OF SUPERVISORS FOR NOVEMBER 2018.	0.7
9/20/2018	LB	REVIEW EMAIL FROM B. CRUTCHFIELD RE PUBLICATION NOTICES FOR LANDOWNERS ELECTION; PREPARE EMAIL TO B. CRUTCHFIELD RE SAME; REVIEW EMAIL FROM B. CRUTCHFIELD RE DISTRIBUTION LIST AND SEATS UP FOR NOVEMBER 2018 LANDOWNERS ELECTION; OFFICE CONFERENCE WITH K. SCHALTER RE PUBLICATION NOTICE FOR SAME.	0.2
9/28/2018	KMS	DRAFT AND REVISE LANDOWNER ELECTION NOTICE- NOVEMBER 2018 ELECTION.	0.2
9/28/2018	LB	REVIEW AND REVISE PUBLICATION OF LANDOWNERS' ELECTION AND MEETING.	0.4
10/1/2018	JMV	PREPARE LANDOWNER NOTICES.	0.4
10/1/2018	VKB	REVIEW EMAIL FROM N. DISTER; REVIEW BOND DOCUMENTS RE: CONSTRUCTION FUNDS AND PHASE 3 DEVELOPMENT.	0.2
10/1/2018	LB	FINALIZE PUBLICATION FOR LANDOWNERS MEETING; PREPARE EMAIL TO B. CRUTCHFIELD TRANSMITTING SAME FOR PUBLICATION.	0.2
10/4/2018	VKB	PREPARE FOR AND ATTEND BOARD MEETING VIA TELEPHONE.	0.3
10/11/2018	VKB	REVIEW AND REPLY TO EMAILS RE; CONVEYANCE OF PROPERTY FROM PULTE TO THE CDD; DRAFT DEED RE: SAME.	0.6

REVIEWEDdtthomas 1/7/2019

November 27, 2018
 Client: 001470
 Matter: 000001
 Invoice #: 16426

Page: 2

SERVICES

Date	Person	Description of Services	Hours	
10/22/2018	LB	REVIEW EMAIL FROM B. CRUTCHFIELD RE AGENDA FOR NOVEMBER BOARD MEETING AND LANDOWNERS ELECTION; PREPARE EMAIL TO B. CRUTCHFIELD RE SAME; REVIEW EMAIL FROM B. CRUTCHFIELD AND MAY AGENDAS RE DRAFT FORMS OF INSTRUCTIONS, PROXY, BALLOT AND SEATS FOR 2018 ELECTION.	0.3	
10/23/2018	JMV	PREPARE RESOLUTION FOR CDD BOARD MEETING; PREPARE LEGAL NOTICE.	0.6	
10/23/2018	VKB	DRAFT DEED CONVEYING COMMON AREA PROPERTY TO CDD FROM LENNAR AND VENTANA HOLDINGS; DRAFT EMAIL RE: SAME.	0.9	
10/23/2018	LB	OFFICE CONFERENCE WITH J. VERICKER RE INACCURATE TERMS FOR 2018 LANDOWNER ELECTION SEATS; REVIEW SEATS UP FOR ELECTION; PREPARE DRAFT INSTRUCTIONS, PROXY AND BALLOT, DRAFT RESOLUTION CANVASSING AND CERTIFYING RESULTS OF ELECTION AND DRAFT RESOLUTION DESIGNATING OFFICERS; PREPARE EMAIL TO B. CRUTCHFIELD TRANSMITTING SAME.	0.8	
10/25/2018	JMV	REVIEW EMAIL FROM L. COFFEY.	0.1	
10/25/2018	VKB	REVIEW AND REPLY TO EMAIL FROM L. COFFEY RE: CONVEYANCE OF COMMON AREA PROPERTY FROM LENNAR TO CDD; FOLLOW UP ON STATUS OF CONVEYANCE OF COMMON AREA PROPERTY FROM PULTE TO CDD.	0.2	
10/25/2018	LB	REVIEW EMAIL FROM B. CRUTCHFIELD AND AGENDA FOR BOARD MEETING AND LANDOWNERS ELECTION; PREPARE EMAIL TO B. CRUTCHFIELD RE SAME.	0.2	
11/1/2018	VKB	PREPARE FOR AND ATTEND LANDOWNER ELECTION AND BOARD MEETING VIA TELEPHONE.	0.3	
Total Professional Services			6.6	\$1,500.50

PERSON RECAP

Person		Hours	Amount
JMV	John M. Vericker	1.1	\$335.50
VKB	Vivek K. Babbar	2.5	\$625.00
KMS	Kristen M. Schalter	0.9	\$225.00

November 27, 2018
Client: 001470
Matter: 000001
Invoice #: 16426

Page: 3

PERSON RECAP

Person	Hours	Amount
LB Lynn Butler	2.1	\$315.00

DISBURSEMENTS

Date	Description of Disbursements	Amount
10/24/2018	Clerk, Circuit Court, Hillsborough County- Recording Fees- Recording Fee; Venetana CDD; #1470-01	\$70.20
10/24/2018	XPRESS DELIVERIES, LLC- Courier Service-	\$27.75
10/29/2018	Clerk, Circuit Court, Hillsborough County- Recording Fees- Recording Fee; Ventana CDD - #1470-01	\$61.70
10/29/2018	XPRESS DELIVERIES, LLC- Courier Service-	\$21.75
Total Disbursements		\$181.40

Total Services	\$1,500.50
Total Disbursements	\$181.40
Total Current Charges	\$1,681.90

PAY THIS AMOUNT

\$1,681.90

Please Include Invoice Number on all Correspondence

51400
3107
DR

66

Tampa Bay Times
Published Daily

STATE OF FLORIDA } ss
COUNTY OF Hillsborough County

Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Clerk** 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: Audit Proposals** was published in **Tampa Bay Times: 12/9/18**. in said newspaper in the issues of **Baylink Hillsborough**

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.

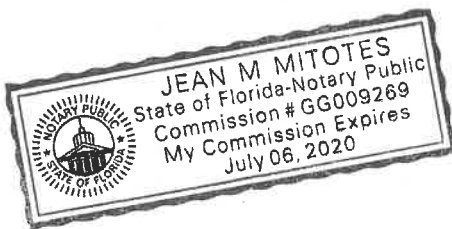
Signature of Affiant

Sworn to and subscribed before me this 12/09/2018.

Signature of Notary Public

Personally known ☒ or produced identification

Type of identification produced _____



**VENTANA COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS FOR ANNUAL AUDIT SERVICES
Hillsborough County, Florida**

VENTANA COMMUNITY DEVELOPMENT DISTRICT hereby requests proposals for annual financial auditing services. The proposal must provide for the auditing of the District's financial records for fiscal years beginning at October 1, 2017 and ending September 30, 2018, with an option for two additional annual renewals. The District is a local unit of special-purpose government created under Chapter 190, Florida Statutes, for the purpose of financing, constructing, and maintaining public infrastructure.

The Auditing entity submitting a proposal must be duly licensed under Chapter 173, Florida Statutes and be qualified to conduct audits in accordance with "Government Auditing Standards", as adopted by the Florida Board of Accountancy. Audits shall be conducted in accordance with Florida Law and particularly Section 218.39, Florida Statutes, and the rules of the Florida Auditor General.

Proposal packages, which include evaluation criteria and instructions to proposers, are available from the District Manager at the address and telephone number listed below.

Proposers must provide Eight (8) copies of their proposal to Eric Davidson, District Treasurer, 2005 Pan Am Circle, Suite 120, Tampa, FL 33607, (813) 397-5120, in an envelope marked on the outside, "Auditing Services Ventana Community Development District." Proposals must be received by December 26, 2019 at 12:00 pm at the local office address noted above. Please direct all questions regarding this Notice to the District Treasurer.

Ventana CDD

Debby Nussel
District Manager

Run Date: 12/09/2018

717822

ADA Site Compliance

6400 Boynton Beach Blvd 742721
Boynton Beach, FL 33474
accounting@adasitecompliance.com

**Invoice****BILL TO**

Ventana CDD

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
502	12/13/2018	\$2,900.00	12/23/2018	50/50	

DESCRIPTION	AMOUNT
Compliance Shield, Accessibility Policy, Technological Audit	2,900.00
50% deposit within 30 days of execution. Additional 50% upon delivery	

BALANCE DUE

\$2,900.00

REVIEWED dthomas 1/7/2019

5/300
4902
DN

Ventana Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Monthly Contract				
Meritus Districts	8870	\$ 3,750.49		Management Services - January
Monthly Contract Sub-Total		\$ 3,750.49		
Variable Contract				
Stantec	1457952	\$ 790.00		Professional Services - thru 12/28/18
Straley Robin Vericker	16647	75.00		Professional Services - General - thru 01/15/19
Variable Contract Sub-Total		\$ 865.00		
Utilities				
Utilities Sub-Total		\$ 0.00		
Regular Services				
Tampa Bay Times	717779 122118	\$ 325.00		Audit Meeting - 12/21/18
Regular Services Sub-Total		\$ 325.00		
Additional Services				
Meritus Districts	8920	\$ 50.00		ADA Compliance - 01/22/19
Additional Services Sub-Total		\$ 50.00		
TOTAL:		\$ 4,990.49		

Approved (with any necessary revisions noted):

Ventana Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
--------	---------------------------	--------	-----------------	----------------------

Signature

Printed Name

Title (check one):

☐ Chairman ☐ Vice Chairman ☐ Assistant Secretary

Meritus Districts

2005 Pan Am Circle
Suite 120
Tampa, FL 33607

Voice: 813-397-5121
Fax: 813-873-7070


INVOICE

Invoice Number: 8870
Invoice Date: Jan 1, 2019
Page: 1

Bill To:
Ventana CDD 2005 Pan Am Circle Suite 120 Tampa, FL 33607

Ship to:

Customer ID	Customer PO	Payment Terms	
Ventana CDD		Net Due	
	Shipping Method	Ship Date	Due Date
	Best Way		1/1/19

Quantity	Item	Description	Unit Price	Amount
		District Management Services - January		3,750.00
		Postage - November		0.49
				

Subtotal	3,750.49
Sales Tax	
Total Invoice Amount	3,750.49
Payment/Credit Applied	
TOTAL	3,750.49

REVIEWEDdthomas 1/7/2019



INVOICE

Page 1 of 1

Received
JAN 16 2018

Invoice Number 1457952
Invoice Date January 11, 2019
Purchase Order 215613307
Customer Number 138587
Project Number 215613307

Bill To

Ventana CDD
Accounts Payable
c/o Meritus Districts
2005 Pan Am Circle Drive
Tampa FL 33607
United States

Please Remit To

Stantec Consulting Services Inc. (SCSI)
13980 Collections Center Drive
Chicago IL 60693
United States

Project Ventana CDD
Project Manager Stewart, Tonja L For Period Ending **December 28, 2018**
Current Invoice Total (USD) 790.00

Process requisitions

Top Task 219 2019 FY General Consulting

Professional Services

Billing Level		Current Hours	Rate	Current Amount
Level 05	Nurse, Vanessa M	1.00	110.00	110.00
Level 13	Stewart, Tonja L	4.00	170.00	680.00
Subtotal Professional Services		5.00		790.00

Top Task Subtotal 2019 FY General Consulting 790.00

Total Fees & Disbursements**INVOICE TOTAL (USD)**

790.00

790.00**Due upon receipt or in accordance with terms of the contract**

Please contact Summer Fillinger if you have any questions concerning this invoice.

Phone: (239) 939-1020 E-mail: Summer.Fillinger@Stantec.com**** PLEASE SEND AN INVOICE # WITH PAYMENT ****

Thank you.

REVIEWEDdthomas 1/30/2019

51300
3103
72
AM

Straley Robin Vericker
1510 W. Cleveland Street
Tampa, FL 33606
Telephone (813) 223-9400 * Facsimile (813) 223-5043
Federal Tax Id. - 20-1778458

Ventana Community Development District
c/o Meritus Districts
2005 PAN AM CIRCLE, SUITE 120
Tampa, FL 33607

January 23, 2019
Client: 001470
Matter: 000001
Invoice #: 16647

Page: 1

RE: General

For Professional Services Rendered Through January 15, 2019

SERVICES

Date	Person	Description of Services	Hours	
1/9/2019	VKB	TELECONFERENCE WITH M. CAMPBELL RE: CONTRACTS; REVIEW AND REPLY TO EMAIL RE: SAME.	0.3	
Total Professional Services			0.3	\$75.00

PERSON RECAP

Person	Hours	Amount
VKB Vivek K. Babbar	0.3	\$75.00

REVIEWEDdthomas 1/28/2019

January 23, 2019
Client: 001470
Matter: 000001
Invoice #: 16647

Page: 2

Total Services	\$75.00	
Total Disbursements	\$0.00	
Total Current Charges		\$75.00

PAY THIS AMOUNT	\$75.00
------------------------	----------------

Please Include Invoice Number on all Correspondence

REVIEWED dt h o m a s 1/28/2019

Tampa Bay Times
Published Daily

STATE OF FLORIDA } ss
COUNTY OF Hillsborough County

Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Clerk** 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: Audit Meeting** was published in **Tampa Bay Times: 12/21/18**. in said newspaper in the issues of **Baylink Hillsborough**

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

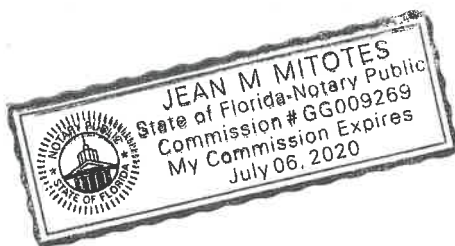
Signature of Affiant

Sworn to and subscribed before me this 12/21/2018.

Signature of Notary Public

Personally known _____ or produced identification

Type of identification produced _____



NOTICE OF AUDIT COMMITTEE MEETING
VENTANA COMMUNITY DEVELOPMENT DISTRICT

NOTICE IS HEREBY GIVEN that the Audit Committee of Ventana Community Development District will hold a meeting on Thursday, January 3, 2019 at 2:00 p.m. to be held at the offices of Meritus located at 2005 Pan Am Circle, Suite 300 Tampa, FL 33607.

The meeting is open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. Copies of the agenda for any of the committee meetings may be obtained by contacting the District Manager's Office at (813) 873-7300. Affected parties and others interested may appear at these meetings and be heard.

There may be occasions when one or more committee members will participate by telephone. At the above location there will be present a speaker telephone so that interested persons can attend the meeting at the above location and be fully informed of the discussions taking place either in person or by telephone communication.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in these meetings is asked to advise the District Office at (813) 873-7300, at least 48 hours before the meetings. 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.

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

Debby Nussel
District Manager

Run Date: 12/21/2018

717779

Ventana Community Development District

Financial Statements
(Unaudited)

Period Ending
January 31, 2019



Meritus Districts
2005 Pan Am Circle ~ Suite 300 ~ Tampa, FL 33607
Phone (813) 873-7300 ~ Fax (813) 873-7070

Ventana CDD

Balance Sheet

As of 1/31/2019
(In Whole Numbers)

	General Fund	Debt Service Fund - Series 2018	Capital Projects Fund - Series 2018	General Fixed Assets	General Long-Term Debt	Total
Assets						
Cash--Operating Account (Suntrust)	2,596	0	0	0	0	2,596
Investment-Revenue 2018 (6000)	0	3,788	0	0	0	3,788
Investment-Interest 2018 (6001)	0	406,178	0	0	0	406,178
Investment-Reserve 2018 (6003)	0	798,863	0	0	0	798,863
Investment-Construction 2018 (6005)	0	0	2,159,546	0	0	2,159,546
Investment-Amenity 2018 (6006)	0	0	4,961,478	0	0	4,961,478
Investment-Cost of Issuance 2018 (6007)	0	0	0	0	0	0
Accounts Receivable	19,751	0	0	0	0	19,751
Accounts Receivable - Other	(19,751)	0	0	0	0	(19,751)
Prepaid items	0	0	0	0	0	0
Prepaid General Liability Insurance	0	0	0	0	0	0
Prepaid D & O Insurance	0	0	0	0	0	0
Construction Work in Progress	0	0	0	6,732,351	0	6,732,351
Amount To Be Provided-Debt Service	0	0	0	0	16,430,000	16,430,000
Total Assets	<u>2,596</u>	<u>1,208,829</u>	<u>7,121,024</u>	<u>6,732,351</u>	<u>16,430,000</u>	<u>31,494,799</u>
Liabilities						
Accounts Payable	7,515	0	0	0	0	7,515
Accounts Payable-Other	0	0	0	0	0	0
Accrued Expenses Payable	0	0	0	0	0	0
Revenue Bonds Payable - 2018	0	0	0	0	16,430,000	16,430,000
Total Liabilities	<u>7,515</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>16,430,000</u>	<u>16,437,515</u>
Fund Equity & Other Credits						
Retained Earnings-All Other Reserves	0	1,733,129	9,294,129	0	0	11,027,258
Fund Balance-Unreserved	6,874	0	0	0	0	6,874
Investment in General Fixed Assets	0	0	0	6,732,351	0	6,732,351
Other	(11,793)	(524,300)	(2,173,105)	0	0	(2,709,199)
Total Fund Equity & Other Credits	<u>(4,920)</u>	<u>1,208,829</u>	<u>7,121,024</u>	<u>6,732,351</u>	<u>0</u>	<u>15,057,284</u>
Total Liabilities & Fund Equity	<u>2,596</u>	<u>1,208,829</u>	<u>7,121,024</u>	<u>6,732,351</u>	<u>16,430,000</u>	<u>31,494,799</u>

Ventana CDD
Statement of Revenues & Expenditures

001 - General Fund
From 10/1/2018 Through 1/31/2019
(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Contributions & Donations From Private Sources				
Developer Contributions	366,475	12,920	(353,555)	(96)%
Total Revenues	<u>366,475</u>	<u>12,920</u>	<u>(353,555)</u>	<u>(96)%</u>
Expenditures				
Financial & Administrative				
District Manager	45,000	15,000	30,000	67 %
District Engineer	20,500	1,423	19,078	93 %
Disclosure Report	5,000	0	5,000	100 %
Trustee Fees	9,500	0	9,500	100 %
Accounting Services	4,500	0	4,500	100 %
Auditing Services	6,500	0	6,500	100 %
Postage, Phone, Faxes, Copies	1,200	4	1,196	100 %
Public Officials Insurance	2,100	1,600	500	24 %
Legal Advertising	2,000	1,749	251	13 %
Bank Fees	250	56	194	77 %
Dues, Licenses, & Fees	175	3,075	(2,900)	(1,657)%
Office Supplies	250	0	250	100 %
Website Maintenance	0	50	(50)	0 %
Legal Counsel				
District Counsel	16,500	1,757	14,743	89 %
Electric Utility Services				
Electric Utility Services	66,500	0	66,500	100 %
Garbage/Solid Waste Control Services				
Garbage Collection	2,000	0	2,000	100 %
Water-Sewer Combination Services				
Water Utility Services	17,000	0	17,000	100 %
Other Physical Environment				
Property & Casualty Insurance	7,500	0	7,500	100 %
Waterway Management Program	40,000	0	40,000	100 %
Landscape Maintenance-Contract	80,000	0	80,000	100 %
Landscape Maintenance-Other	10,000	0	10,000	100 %
Plant Replacement Program	5,000	0	5,000	100 %
Irrigation Maintenance	5,000	0	5,000	100 %
Pool Maintenance	10,000	0	10,000	100 %
Club Facility Maintenance	10,000	0	10,000	100 %
Total Expenditures	<u>366,475</u>	<u>24,713</u>	<u>341,762</u>	<u>93 %</u>
Excess of Revenues Over (Under) Expenditures	<u>0</u>	<u>(11,793)</u>	<u>(11,793)</u>	<u>0 %</u>
Fund Balance, Beginning of Period	0	6,874	6,874	0 %
Fund Balance, End of Period	<u>0</u>	<u>(4,920)</u>	<u>(4,920)</u>	<u>0 %</u>

Ventana CDD
Statement of Revenues & Expenditures

200 - Debt Service Fund - Series 2018
From 10/1/2018 Through 1/31/2019
(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Special Assessments - Capital Improvements				
Debt Service Assmts-Tax Roll	812,356	0	(812,356)	(100)%
Interest Earnings				
Interest Earnings	<u>0</u>	<u>1,475</u>	<u>1,475</u>	<u>0 %</u>
Total Revenues	<u>812,356</u>	<u>1,475</u>	<u>(810,881)</u>	<u>(100)%</u>
Expenditures				
Debt Service Payments				
Interest	<u>812,356</u>	<u>525,775</u>	<u>286,581</u>	<u>35 %</u>
Total Expenditures	<u>812,356</u>	<u>525,775</u>	<u>286,581</u>	<u>35 %</u>
Excess of Revenues Over (Under) Expenditures	<u>0</u>	<u>(524,300)</u>	<u>(524,300)</u>	<u>0 %</u>
 Fund Balance, Beginning of Period	 0	 1,733,129	 1,733,129	 0 %
 Fund Balance, End of Period	 <u>0</u>	 <u>1,208,829</u>	 <u>1,208,829</u>	 <u>0 %</u>

Ventana CDD
Statement of Revenues & Expenditures

300 - Capital Projects Fund - Series 2018
From 10/1/2018 Through 1/31/2019
(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Interest Earnings				
Interest Earnings	<u>0</u>	<u>8,635</u>	<u>8,635</u>	<u>0 %</u>
Total Revenues	<u>0</u>	<u>8,635</u>	<u>8,635</u>	<u>0 %</u>
Expenditures				
Other Physical Environment				
Improvements Other Than Buildings	<u>0</u>	<u>2,181,740</u>	<u>(2,181,740)</u>	<u>0 %</u>
Total Expenditures	<u>0</u>	<u>2,181,740</u>	<u>(2,181,740)</u>	<u>0 %</u>
Excess of Revenues Over (Under) Expenditures	<u>0</u>	<u>(2,173,105)</u>	<u>(2,173,105)</u>	<u>0 %</u>
Fund Balance, Beginning of Period	0	9,294,129	9,294,129	0 %
Fund Balance, End of Period	<u>0</u>	<u>7,121,024</u>	<u>7,121,024</u>	<u>0 %</u>

Ventana CDD
Statement of Revenues & Expenditures

900 - General Fixed Assets
From 10/1/2018 Through 1/31/2019
(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
	<hr/>	<hr/>	<hr/>	<hr/>
Fund Balance, Beginning of Period	0	6,732,351	6,732,351	0 %
Fund Balance, End of Period	<u><u>0</u></u>	<u><u>6,732,351</u></u>	<u><u>4,550,611</u></u>	<u><u>0 %</u></u>

Ventana CDD
Reconcile Cash Accounts

Summary

Cash Account: 10101 Cash--Operating Account (Suntrust)

Reconciliation ID: 01/31/19

Reconciliation Date: 1/31/2019

Status: Locked

Bank Balance	2,595.99
Less Outstanding Checks/Vouchers	0.00
Plus Deposits in Transit	0.00
Plus or Minus Other Cash Items	0.00
Plus or Minus Suspense Items	<u>0.00</u>
Reconciled Bank Balance	2,595.99
Balance Per Books	<u>2,595.99</u>
Unreconciled Difference	<u><u>0.00</u></u>

Click the Next Page toolbar button to view details.

Ventana CDD
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash--Operating Account (Suntrust)

Reconciliation ID: 01/31/19

Reconciliation Date: 1/31/2019

Status: Locked

Cleared Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
1027	11/14/2018	System Generated Check/Voucher	1,681.90	Straley Robin Vericker
1029	1/10/2019	System Generated Check/Voucher	325.00	Tampa Bay Times
1030	1/24/2019	System Generated Check/Voucher	50.00	Meritus Districts
Cleared Checks/Vouchers			2,056.90	

SUNTRUST BANK
PO BOX 305183
NASHVILLE TN 37230-5183

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36/E00/0175/0/42

01/31/2019



Account Statement

VENTANA COMMUNITY DEVELOPMENT DISTRI
2005 PAN AM CIRCLE SUITE 120
TAMPA FL 33572

Questions? Please call
1-800-786-8787

As of January 2, 2019 changes will be made to Rules and Regulations for Deposit Accounts and Funds Availability Policy. The changes will be reflected in the January 2, 2019 versions and can be viewed or obtained online at www.suntrust.com/disclosures, by requesting a copy at 800.SUNTRUST or by visiting a SunTrust branch.

Account Summary	Account Type	Account Number	Statement Period
	PUBLIC FUNDS PRIMARY CHECKING		01/01/2019 - 01/31/2019

Description	Amount	Description	Amount
Beginning Balance	\$4,652.89	Average Balance	\$2,926.27
Deposits/Credits	\$.00	Average Collected Balance	\$2,926.27
Checks	\$2,056.90	Number of Days in Statement Period	31
Withdrawals/Debits	\$.00		
Ending Balance	\$2,595.99		

Overdraft Protection	Account Number	Protected By
		Not enrolled
For more information about SunTrust's Overdraft Services, visit www.suntrust.com/overdraft .		

Checks	Check Number	Amount	Date Paid	Check Number	Amount	Date Paid	Check Number	Amount	Date Paid
	1027	1,681.90	01/03	*1029	325.00	01/18	1030	50.00	01/28
Checks: 3									
* Indicates break in check number sequence. Check may have been processed electronically and listed as an Electronic/ACH transaction.									

Balance Activity History	Date	Balance	Collected Balance	Date	Balance	Collected Balance
	01/01	4,652.89	4,652.89	01/18	2,645.99	2,645.99
	01/03	2,970.99	2,970.99	01/28	2,595.99	2,595.99

The Ending Daily Balances provided do not reflect pending transactions or holds that may have been outstanding when your transactions posted that day. If your available balance wasn't sufficient when transactions posted, fees may have been assessed.