

1 **MINUTES OF MEETING**

2 **SOLTERRA RESORT**

3 **COMMUNITY DEVELOPMENT DISTRICT**

4 The Regular Meeting of the Board of Supervisors of the Solterra Resort Community Development
5 District was held on Thursday, October 27, 2022 at 9:34 a.m. at the Solterra Resort Amenity Center, 5200
6 Solterra Boulevard, Davenport, Florida 33837, with Zoom Conference Call Available.

7 **FIRST ORDER OF BUSINESS – Roll Call**

8 Mr. Krause called the meeting to order and conducted roll call.

9 Present and constituting a quorum were:

10	Candice Smith	Board Supervisor, Vice Chairwoman
11	Jon Seifel	Board Supervisor, Assistant Secretary
12	Sharon Harley	Board Supervisor, Assistant Secretary

13 Also present were:

14	Larry Krause	District Manager, DPGF Management and Consulting
15	Shirley Conley (via phone)	DPFG Management and Consulting
16	Meredith Hammock	District Counsel, KE Law Group
17	Jere Earlywine	District Counsel, KE Law Group
18	Tonja Stewart (via phone)	District Engineer, Stantec
19	Kyla Semino	Amenity Manager, Evergreen Lifestyles
20	Dana Bryant	Yellowstone
21	Yesenia Velez	ELM
22	Tyler Sudeth (via phone)	Project Engineer, Kimley-Horn

23 *The following is a summary of the discussions and actions taken at the October 27, 2022 Solterra Resort*
24 *CDD Board of Supervisors Regular Meeting.*

25 **SECOND ORDER OF BUSINESS – Audience Comments – (limited to 3 minutes on agenda items)**

26 There being none, the next item followed.

27 **THIRD ORDER OF BUSINESS – Vendor Reports**

28 **A. Vendor Reports**

29 1. Exhibit 1: Aquatic Maintenance

30 Mr. Krause provided an overview of both reports included under the exhibit, noting their
31 recommendations for algae treatments.

32 2. Landscape Maintenance

33 a. Exhibit 2: Consideration of Yellowstone Mulch Proposal - \$55,782.00

34 Mr. Bryant clarified that the mulch proposal was scheduled for an installation in
35 November.

36 On a MOTION by Ms. Smith, SECONDED by Ms. Harley, WITH ALL IN FAVOR, the Board approved
37 the Yellowstone Mulch Proposal, in the amount of \$55,782.00, for the Solterra Resort Community
38 Development District.

39 3. Amenity Manager

40 a. Exhibit 3: Consideration of Admiral Furniture Fabric Canopy Replacement
41 Proposal - \$20,343.25

42 Ms. Semino clarified that the \$20,343.25 cost associated with the proposal was an
43 initial deposit, and that the total for the canopy replacement would be \$40,686.49.

44 On a MOTION by Ms. Smith, SECONDED by Ms. Harley, WITH ALL IN FAVOR, the Board approved
45 the Admiral Furniture Fabric Canopy Replacement Proposal, in the amount of \$20,343.25, for the Solterra
46 Resort Community Development District.

47 b. Exhibit 4: Consideration of One Day Masterpieces Sign Replacement and Road
48 Stencil Proposal - \$6,432.19

49 Ms. Semino noted that this proposal would update signage throughout the
50 community, as much of the signage had faded.

51 On a MOTION by Ms. Smith, SECONDED by Ms. Harley, WITH ALL IN FAVOR, the Board approved
52 the One Day Masterpieces Sign Replacement and Road Stencil Proposal, in the amount of \$6,432.19, for
53 the Solterra Resort Community Development District.

54 c. Exhibit 5: Consideration of Pool Maintenance Vendors

55 i. Power Pool - \$2,800/month

56 ii. Samdri Pool Service - \$6,500/month

57 iii. T&S Swimming Pool Services - \$8,000/month

58 Ms. Semino and the Board discussed the listed pool maintenance vendors, and Ms.
59 Semino recommended proceeding with Samdri Pool Service, noting poor
60 maintenance and communication with the District's current vendor. Comments
61 were made expressing concerns about how far apart the proposals were.

62 This item was tabled pending additional proposals per the Board's request.

63 d. Exhibit 6: Discussion on Café Equipment

64 Ms. Semino suggested that the list of equipment provided under the exhibit may
65 not be accurately inclusive of all café equipment on hand.

66 i. Exhibit 7: Icemaker

67 The Board discussed the proposal from Cheney Brothers, with a base price
68 of \$4,049.07 with additional storage and water filter costs bringing the
69 proposal to a total of \$5,923.04. Comments were made confirming that
70 costs could be split with the landlord and tenant. Mr. Earlywine advised as
71 to terms and conditions in the lease, noting that it was an annual lease with
72 a 60 days' notice and terms that could be revisited.

73 ii. Exhibit 8: Fryer

74 Staff comments were made indicating that two fryers in the café were
75 leaking and needed replacement. Mr. Ivester explained that the fryers were
76 not under warranty to be fixed, and that the proposal was for fryers that
77 were the same Vulcan model, size, and capacity as indicated in the
78 equipment list.

79 Following discussion, the Board opted to approve the quotes provided by
80 Cheney Brothers for the icemaker and two fryers.

81 On a MOTION by Ms. Harley, SECONDED by Ms. Smith, WITH ALL IN FAVOR, the Board approved
82 the Cheney Brothers for an Ice-O-Matic ice maker with storage bin, filter, and limited warranty; and two
83 Vulcan gas floor fryers with baskets, connecting kits, and limited warranty, in the total amount of
84 \$16,497.00, for the Solterra Resort Community Development District.

85 iii. A/C

86 The Board opted to table consideration of an A/C unit, pending Staff
87 looking into other options.

88 e. Exhibit 9: Consideration of Amenity Center Printer Replacement

89 Ms. Semino proposed splitting the monthly cost associated with the Amenity
90 Center printer with the HOA. She indicated that the current printer was not
91 sufficient, as CDD Staff, the HOA, residents, and guests all used the printer. It was
92 clarified that the proposed replacement had a rental lease with a minimum of 5
93 years, for a total cost of \$32,500.00. Ms. Smith suggested putting the printer in the
94 CDD's name and billing back to the HOA. In response to a question from Mr.
95 Krause, Ms. Semino clarified that the total cost did not include paper or ink costs.
96 Following discussion, the Board directed Staff to obtain additional quotes. This
97 item was tabled to the next meeting.

98 **B. Public Hearing**

99 1. Open the Public Hearing

100 On a MOTION by Ms. Smith, SECONDED by Ms. Harley, WITH ALL IN FAVOR, the Board recessed
101 the Regular Meeting and opened the Amenity Rules Public Hearing for the Solterra Resort Community
102 Development District.

103 2. Exhibit 10: Presentation of Amenity Rules & Policies

104 Ms. Hammock reviewed the changes to the Amenity Rules & Policies, which included the
105 Lazy River and cabana rental fees. She indicated that the cabana rental amounts were at
106 market rates. Discussion ensued regarding the cabana rental rates. Mr. Seifel suggested
107 allowing the Amenity Manager to change rates for weekdays and weekends, as well as
108 certain rate increases without the need for a Public Hearing.

109 Ms. Smith suggested revising the access cards. In response to a question from Ms. Smith,
110 Ms. Hammock clarified that there was no cabana reservation fee. Discussion ensued
111 regarding differentiation between guests and residents. Mr. Seifel advised altering a line
112 regarding guests in the Amenity Rules & Policies for clarification

113 The Board and Staff discussed rental policies and practices. Ms. Hammock stated that
114 reservations could be made no more than 4 months in advance and clarified that the pool
115 could not be reserved. In response to a question from Ms. Smith, Ms. Hammock indicated
116 that Ms. Semino was the contact for the applications. Ms. Smith inquired about the
117 maximum capacity of rentable areas. Mr. Krause indicated that he would research the
118 capacities of the covered patio area by the pool and the Amenity Center. He noted that
119 rental capacity may need to be less than the maximum capacity in order to accommodate
120 Staff or other individuals.

121 Discussion ensued regarding rental hours. Ms. Hammock clarified that rental hours should
122 be during normal operating hours, with the exception of the Amenity Center which would
123 be permitted to be rented after hours until midnight. She noted that a permit was required
124 to keep the pool open after sunset and indicated that the pool was currently open from dawn
125 to dusk. She stated that the Lazy River closed at 5 p.m. and noted that a decision needed to
126 be made regarding tubes. Ms. Smith indicated that she would like for tubes to be provided
127 for the Lazy River. Ms. Hammock clarified that tubes were not permitted in the pool.

128 Ms. Semino inquired about trespassing policies. Ms. Hammock stated that Amenity Staff
129 could remove individuals under certain approved conditions, such as damage or
130 destruction. Mr. Earlywine asked if trespass resolutions were needed for the District. Ms.
131 Hammock indicated that she would look into a trespass agreement with the Sheriff and
132 follow up on this at the next meeting.

133 3. Public Comments

134 There being none, the next item followed.

135 4. Close the Public Hearing

136 On a MOTION by Ms. Smith, SECONDED by Ms. Harley, WITH ALL IN FAVOR, the Board closed the
137 Amenity Rules Public Hearing and reconvened the Regular Meeting for the Solterra Resort Community
138 Development District.

139 C. Exhibit 11: Consideration and Adoption of **Resolution 2023-01, Amending Amenity Rules &**
140 **Policies**

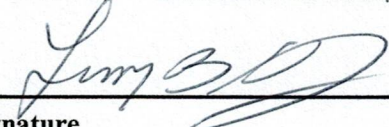
141 On a MOTION by Ms. Harley, SECONDED by Ms. Smith, WITH ALL IN FAVOR, the Board adopted
142 **Resolution 2023-01, Amending Amenity Rules & Policies**, subject to the revision requested by the Board,
143 for the Solterra Resort Community Development District.

144 Following the motion, the Board and Staff discussed date options to continue the meeting. Ms.
145 Smith made a motion to continue the meeting on October 31 at 12:00 p.m.

146 On a MOTION by Ms. Smith, SECONDED by Ms. Harley, WITH ALL IN FAVOR, the Board approved
147 continuing the meeting at 12:00 p.m. on October 31 for the Solterra Resort Community Development
148 District.

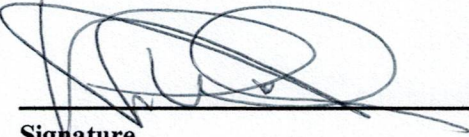
149 **Each person who decides to appeal any decision made by the Board with respect to any matter considered*
150 *at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made,*
151 *including the testimony and evidence upon which such appeal is to be based.*

152 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
153 meeting held on NOVEMBER 18, 2022.

154 

Signature

Larry B. Krauze Jr.
Printed Name



Signature

Karen Heeler Tanker
Printed Name

155 Title: Secretary Assistant Secretary

Title: Chairman Vice Chair