

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
5 Development District was held on Thursday, January 26, 2023 at 9:46 a.m. at the Solterra Resort Amenity
6 Center, 5200 Solterra Boulevard, Davenport, Florida 33837, with Microsoft Teams Conference Call
7 Available.

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

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

10 Present and constituting a quorum were:

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| 11 | Karan Wienker | Board Supervisor, Chairwoman |
| 12 | Connie Osner | Board Supervisor, Assistant Secretary |
| 13 | Anthony Crawford | Board Supervisor, Assistant Secretary |
| 14 | Ariane Casanova | Board Supervisor, Vice Chairwoman |

15 Also present were:

| | | |
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| 16 | Larry Krause | District Manager, DPFM Management and Consulting |
| 17 | Meredith Hammock | District Counsel, KE Law Group |
| 18 | Kyla Semino | Amenity Manager, Evergreen Lifestyles |
| 19 | Zay Lorenzo | HOA, Evergreen Lifestyles |
| 20 | Dana Bryant | Yellowstone |
| 21 | Candice Smith <i>(via phone)</i> | Kolter |
| 22 | Cory Sitler <i>(via phone)</i> | Kimley Horn |
| 23 | Morgan Williams | Community Watch |
| 24 | Andrew Peacock | Resident |
| 25 | Elvis Martinez | Director of Client Relations, Amenity Services LLC |

26 *The following is a summary of the discussions and actions taken at the January 26, 2023 Solterra Resort*
27 *CDD Board of Supervisors Regular Meeting.*

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

29 Mr. Peacock commented that exhibits 1 and 5 did not appear to provide solutions to improve the
30 processing time at the gate or community access by non-registered visitors.

31 **THIRD ORDER OF BUSINESS – Business Items**

32 A. Exhibit 1: Update on Entrance Queuing Lane Project

33 Mr. Sitler from Kimley-Horn stated his main purpose for attending the meeting was to hear
34 the comments and concerns of the CDD in order to make any changes to the content plans
35 and move the project forward. Board requested Kimley-Horn create concept plans that
36 considered moving and re-designing the guardhouse, widening the entrance road and
37 providing a separate owner-only entrance. Bowen Road and Acorn Court were two options
38 suggested by the Board. Mr. Sitler affirmed the new concept plans would be presented based
39 on the Board's requests and would take into account private property, utility and conservation
40 easement encroachments as well as what the municipalities would be willing to support.

41 During the discussion it was recommended that community members reach out to the County
42 to request a traffic study, traffic lights and road widening on Pine Tree Trail.

43 It was explained that utilization of the back entrance was not being considered as the road
44 runs through a primarily residential community and an accommodation was made for
45 emergency vehicles only.

46 Ms. Hammock pointed out that the \$95,000 often being referenced was not funds already
47 spent, but the estimated budget that was recommended for engineering services during the
48 public bid procedure.

49 Ms. Smith agreed to notify the developer of the CDD's interest in a parcel of land on the
50 south-west corner of Ronald Reagan and Pine Tree Trail which might be utilized by the CDD
51 as a tradeoff for a conservation easement release.

52 Ms. Wienker requested all of the CDD contracts be made available to the Supervisors. Ms.
53 Hammock reminded everyone that any public records requests could be made using the CDD
54 website – a click button had been added by the Management team to make it easier to request
55 records.

56 Ms. Osner commented that the Board and staff were working to address the requests and
57 needs of the community as fast as they could within the confines of the laws of procedure.

58 The Board discussed the parking in the common area in front of the Amenity Center that was
59 approved by the previous Board. The Supervisors considered paving the approved area,
60 allowing overnight parking by permit, a barrier to prevent using the lawn, and the affect it
61 might have on the number of cars in the community.

62 1. Exhibit 2: Ratification of Project Engineer Agreement

63 Kimley-Horn requested the new Supervisors ratify the existing agreement before they
64 proceed with new concept plans in order to confirm understanding of the engineer's
65 scope of services. Once a concept plan is agreed upon, a proposal for a full engineering
66 design will be presented.

67 B. Vendor Reports

68 1. Exhibit 3: Aquatic Maintenance – *Steadfast Environmental*

69 Mr. Krause reviewed the Aquatic Maintenance report and stated he would reach out to
70 Steadfast regarding what appeared to be duckweed on the pond at the end of Acorn
71 Court. He would also ask Steadfast to call in to next month's meeting and provide a
72 higher resolution pond map.

73 2. Landscape Maintenance – *Dana Bryant, Yellowstone Landscape*

74 Exhibit 4: Consideration of Roundabout Refurbishment Proposal - \$12,958.14

75 Discussion ensued regarding the plant choice and the use of rock rather than mulch for
76 the roundabout located at the back of the property by Solterra Springs. Yellowstone
77 noted that the proposed plants were considered because they were hardy enough to hold
78 up if there's a sprinkler issue or a freeze.

79 Mr. Bryant was directed to provide renderings for future proposals.

80 On a MOTION by Mr. Crawford, SECONDED by Ms. Casanova, WITH ALL IN FAVOR, the Board
81 approved the Yellowstone Proposal, in the amount not to exceed \$15,000.00, to refurbish the roundabout
82 landscaping substituting the mulch with Mexican Beach pebbles, for the Solterra Resort Community
83 Development District.

84 An additional proposal was walked on by Yellowstone for the Clubhouse Pool Area
85 Rehab - \$14,314.33. This item was tabled with the request for a visual rendering.

86 A second proposal was walked on by Yellowstone to refurbish the perimeter landscaping
87 of the island. This item was tabled with the request that Yellowstone provide a proposal
88 that was more visually appealing, long lasting and discouraged vehicle encroachment.

89 3. Amenity Manager Report – *Kyla Semino, Evergreen Lifestyles Management*

90 Regarding the rodent stations discussed last month, Ms. Semino confirmed the stations
91 were not traps but deterrents.

92 Ms. Semino will send the requested additional tasks to the vendor to be added to the pool
93 maintenance agreement.

94 Water service for the gym was previously part of the coffee machine contract, and was
95 terminated with the coffee contract. A proposal for only water service in the gym has
96 been requested.

97 Ms. Semino asked for a budget to be approved for events so that she could schedule
98 events and book vendors and walked on the events calendar for February and March.

99 Ms. Hammock pointed out that by April 15 of every year, the Amenity Manager proposes
100 an operating budget for the year to be included in the O&M budget. Ms. Semino will
101 present a full calendar of events to the Board with costs.

102 Ms. Semino advised that the part for the card reader has shipped. She will contact the
103 vendor to determine the installation date.

104 Ms. Semino asked for input on how the Board would like reservation requests to be
105 handled.

106 Ms. Semino had requested proposals for holiday lighting from two vendors but not yet
107 received them.

108 Ms. Semino walked on the following proposals:

- 109 1) Pool furniture (Admiral Furniture, & Horizon Casual),
- 110 2) Clubhouse furniture (Rooms To Go, & Ashley Furniture)
- 111 3) Visitor management (DwellingLIVE)
- 112 4) Revised amenity center and guardhouse cleaning (Amenity Services LLC)
- 113 5) Porter services (Amenity Services LLC)

114 Mr. Martinez expounded on the Amenity Services LLC porter services proposal
115 and agreed to present a revised proposal combining the clubhouse and porter
116 services.

- 117 6) Power outlet installation at the entry monument of Solterra Springs (Klinger
118 Electrical Services)

119 On a MOTION by Ms. Wienker, SECONDED by Ms. Osner, WITH ALL IN FAVOR, the Board
120 approved the Klinger Electrical Services Proposal, in the amount of \$1,534.00, to install a power outlet at
121 the Solterra Springs monument, for the Solterra Resort Community Development District.

122 7) Safety Bollards (Uline, & Amazon)

123 Ms. Semino requested direction from the Board regarding their expectations for
124 the gate and monitoring. Ms. Semino was directed to schedule appointments
125 with each of the Supervisors to discuss their ideas. It was Ms. Wienker opinion
126 that the guardhouse staff were not receiving sufficient direction and support from
127 the CDD and that needed to be addressed.

128 The Board directed Mr. Krause to work with Ms. Semino to get the wifi at the
129 guardhouse operational. Supervisors expressed concern about the perceived
130 authority of staff at the gate, and the need for the second gate to be operational.

131 The Board directed staff to advertise a closed security session for February 23,
132 2023.

133 Supervisors expressed eagerness to hear from community members regarding IT
134 and technical options for security and ID.

135 On a MOTION by Mr. Crawford, SECONDED by Ms. Osner, WITH ALL IN FAVOR, the Board
136 approved the continuance of the meeting to Friday, February 3, 2023 at 10:00 a.m., to be held at the
137 Solterra Resort Amenity Center, 5200 Solterra Boulevard, Davenport, Florida 33837, for the Solterra
138 Resort Community Development District.

139 *(The Board recessed the meeting at 12:02 p.m.)*

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MINUTES OF MEETING

SOLTERRA RESORT

COMMUNITY DEVELOPMENT DISTRICT

The Continued Regular Meeting of the Board of Supervisors of the Solterra Resort Community Development District was held on Friday, February 3, 2023 at 10:11 a.m. at the Solterra Resort Amenity Center, 5200 Solterra Boulevard, Davenport, Florida 33837, with Microsoft Teams Conference Call Available.

FIRST ORDER OF BUSINESS – Roll Call

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

Present and constituting a quorum were:

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|----------------------------------|---------------------------------------|
| Karan Wienker | Board Supervisor, Chairwoman |
| Sharon Harley <i>(via phone)</i> | Board Supervisor, Assistant Secretary |
| Connie Osner | Board Supervisor, Assistant Secretary |
| Anthony Crawford | Board Supervisor, Assistant Secretary |
| Ariane Casanova | Board Supervisor, Vice Chairwoman |

Also present were:

| | |
|----------------------------------|--|
| Larry Krause | District Manager, DPFM Management and Consulting |
| Meredith Hammock | District Counsel, KE Law Group |
| Kyla Semino | Amenity Manager, Evergreen Lifestyles |
| Dana Bryant | Yellowstone |
| Joe Hamilton | Steadfast Environmental |
| Zayriliann Lorenzo | HOA Manager, Evergreen Lifestyles |
| Morgan Williams | Security Services |
| Mandy Morgan | CEO, Evergreen Lifestyles |
| Deputy Dialto | Polk County Sheriff |
| Deputy Pastor <i>(via phone)</i> | Polk County Sheriff |

The following is a summary of the discussions and actions taken at the February 3, 2023 Solterra Resort CDD Board of Supervisors Continued Regular Meeting.

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

There being none, the next item followed.

THIRD ORDER OF BUSINESS – Guest Speaker

Mr. Krause introduced Deputy Dialto and Deputy Pastor. Deputy Pastor provided information regarding the events that occurred during the previous month. He pointed out that on public roads the County ordinance supersedes the community rules and policies; the County ordinance on noise violations is in effect at all times and the Sheriff’s Office will respond to a noise complaint at whatever time it is made, the community does not need to limit a noise complaint to after 10:00 p.m.

Deputy Pastor made the following recommendations:

1. Implement a system that tracks who is entering the community, specifically knowing who is checking in, what property they are renting, if the individuals requesting access are authorized, and the number of guests they have.
2. Initiate a protocol to check vacated rental properties are secure once guests check out.

- 181 3. Re-establish a law enforcement presence at the gate. In addition to their presence
182 inhibiting incidents within the community; Sheriff's deputies were proactive in
183 preventing restricted substances entering the community.
- 184 4. Request a confidential security survey from the Sheriff's Crime Prevention department.
185 The survey will provide recommendations on safety improvements for the community
186 including safety devices that can be installed.
- 187 5. Work with the County to address the traffic back up on the main road.
- 188 6. Contact Mr. Steve Logan (*Polk County Traffic Services Supervisor*), who will be able to
189 discuss limitations on proposed road projects.
- 190 7. Discuss with Crime Prevention other programs available that encourage community
191 safety, such as neighborhood Watch, free self-defense courses for women, etc.
- 192 8. Install the Flock camera system.

193 The Board directed staff to work with the Sheriff's office to obtain pricing for consideration at the
194 February meeting.

195 Ms. Osner stated that the resort has a higher rate of incidents than other resorts in the area and
196 funds will need to be allocated to address this. Ms. Wienker added that while this may cost homeowners
197 up front, it is an investment in home values, the community and public safety. She anticipated an initial
198 increase in expenses but once the community was back on track there could be a reduction in costs.

199 **FOURTH ORDER OF BUSINESS – Business Items (Continued)**

200 A. Vendor Reports (Continued)

- 201 1. Amenity Manager Report (Continued) – *Kyla Semino, Evergreen Lifestyles Management*
202 a. Ratification of Mailchimp Account Upgrade - \$288/yr

203 On a MOTION by Ms. Osner, SECONDED by Ms. Wienker, WITH ALL IN FAVOR, the Board ratified
204 the Amenity Manager's Mailchimp Account Upgrade in the amount of \$288/yr, for the Solterra Resort
205 Community Development District.

206 b. Consideration of Proposals

207 i. Exhibit 5: Security – Remote Monitoring Services

208 Ms. Hammock advised that she would review the contracts for Tekwave and
209 DwellingLIVE in preparation for the next meeting.

210 Ms. Morgan advised that Envera does not typically allow their equipment to be
211 used by other companies. This would affect the cost of the DwellingLIVE
212 proposal.

213 Supervisors discussed the need for the system to be efficient, functional, secure
214 and provide good customer support.

215 Ms. Semino was directed to obtain a quote from the vendors that included new
216 equipment installation.

217 This item was tabled, to be discussed during the shade session on February 23,
218 2023.

219 ii. Exhibit 6: Printer/Copier Replacement

220 During the discussion it was noted that the FY 2023 budget did not account for a
221 printer/copier replacement. It was acknowledged that commercial equipment
222 was required to support the printing volume. The lease terms include
223 maintenance, ink and tech support. The only additional cost would be paper.
224 The printer usage would be for the Amenity Manager use only.

225 On a MOTION by Ms. Osner, SECONDED by Ms. Casanova, WITH ALL IN FAVOR, the Board
226 approved the five-year lease of the Bizhub C300i in the amount of \$337.78/month, for the Solterra Resort
227 Community Development District.

228 iii. Exhibit 7: Pest Control Services

229 Ms. Semino was directed to obtain quotes that included bait stations in the
230 common areas, not just around the amenity center, and to obtain a third proposal
231 for the same, if possible.

232 iv. Exhibit 8: Amenity Cleaning Services

233 The revised proposal was walked on that provided an approximately \$3,600
234 savings on the clubhouse cleaning if porter services was approved in conjunction
235 with the cleaning service. The proposed clubhouse cleaning service covers the
236 clubhouse, restaurant, pool area, offices, lobby, gym, and tennis courts serviced
237 seven days a week, and the guardhouse cleaning three days a week. Cleaning
238 supplies are an additional cost.

239 The second walked on proposal was for porter services for four days a week at
240 \$125/day.

241 On a MOTION by Ms. Wienker, SECONDED by Ms. Osner, WITH ALL IN FAVOR, the Board
242 approved the Amenity Services LLC proposal for amenity center cleaning in the amount of
243 \$4,000.00/month and the four-days a week porter services in the amount of \$125/day, for the Solterra
244 Resort Community Development District.

245 *(The Board recessed the meeting at 11:39 a.m., and reconvened at 12:11 p.m.)*

246 v. Exhibit 9: Pool Furniture

247 Ms. Semino walked on an additional price sheet from Amazon, and suggested
248 cushioned chairs be available with the cabana rentals and non-cushioned chairs
249 be available on the deck. Ideas were presented regarding cabana rentals and pool
250 furniture. Ms. Hammock reminded Supervisors that while the current amenity
251 policy already contemplated cabana rentals, some of the ideas would necessitate
252 an amendment to the existing policy and a properly noticed public hearing would
253 be required before the Board made those types of decisions. Ms. Osner
254 introduced polywood seating, which is anticipated to last longer and not fade,
255 stretch nor break as easily as the proposed vinyl strapped seating.

256 This item was tabled with direction to Ms. Semino to obtain proposals for
257 polywood furniture, working with Devin Oster and the website Ms. Osner had
258 sent her, as well as proposals for nautical cushions and umbrellas.

259 vi. Exhibit 10: Amenity Center Furniture

260 On a MOTION by Ms. Wienker, SECONDED by Mr. Crawford, WITH ALL IN FAVOR, the Board
261 approved the purchase of three Chestnut colored Navi sofas and an Acacia Wood coffee table from
262 Ashley Furniture, for the Solterra Resort Community Development District.

263 The Supervisors directed staff to obtain quotes for:
264 a) Refurbishing the existing tables,
265 b) Re-upholstering the existing chairs,
266 c) Purchasing new glass rounds for two tables,
267 d) Clean the existing rug,
268 and for Ms. Hammock to bring a resolution establishing a surplus use policy.

269 vii. Exhibit 11: Pool Maintenance

270 *This item was presented out of order.*

271 This item was tabled pending a written agreement from Samdri that includes the
272 additional tasks outlined in the Waterworks proposal at no additional charge.

273 viii. Exhibit 12: Pro-Tech Ductless Air Handler Wheel Cleaning

274 *This item was presented out of order.*

275 This item was tabled pending a response from Pro-tech regarding the location of
276 the equipment.

277 c. Discussion on Bollard Posts at Front Gate

278 *This item was presented out of order.*

279 Two quotes for bollard posts were walked on. Ms. Semino recommended selecting a
280 bollard that was four foot in height. The bollard would be used to protect the card
281 reader. Once purchased the Solterra Resort maintenance manager would be tasked
282 with installation.

283 On a MOTION by Mr. Crawford, SECONDED by Ms. Wienker, WITH ALL IN FAVOR, the Board
284 approved the Amenity Manager purchase a fixed 4.5 inch diameter bollard that is the height to match or
285 exceed the height of the card reader in the amount Not To Exceed \$200.00, for the Solterra Resort
286 Community Development District.

287 Ms. Semino requested direction on the event planning. Discussion followed on events
288 that would engage the community and serve guests, activity fees, staffing needs, and
289 District costs. Ms. Hammock will review the legal requirements of the County and bond
290 documents regarding hosting vendors.

291 Staff were directed to review the Staffing: Lifestyle & Pool Monitoring line item in the
292 current financial statement and confirm payments had been correctly allocated.

293 On a MOTION by Ms. Osner, SECONDED by Ms. Wienker, WITH ALL IN FAVOR, the Board
294 allocated up to \$40,000 from the STAFFING: LIFESTYLE & POOL MONITORING budget line item
295 for local amenity events to be held during the remainder of the fiscal year, for the Solterra Resort
296 Community Development District.

297 d. Discussion on Handyman

298 *This item was presented out of order.*

299 Ms. Semino will provide the Board with more clarity on how much is being spent on
300 maintenance projects outside the scope of work for the current handyman, and how
301 much is spent on vendors completing jobs that ordinarily a maintenance man could
302 do.

303 e. Update on Front Entrance Signage
304 Mr. Krause was directed to approve entrance signage within his spending threshold.
305 Mr. Crawford will work with staff regarding sign placement on CDD property
306 located along Pine Tree Trail, subject to County and conservation stipulations.

307 B. Discussion on Holiday Lighting

308 Staff were directed to coordinate with Solterra Resort resident, Mr. Beaudry, to present a
309 proposal for holiday décor for the front gate and CDD common areas with a NTE of
310 \$2,000.00 at a future meeting. An additional \$500 would be set aside for the purchase of
311 storage containers. Once approved, these purchases would be offset from the STAFFING:
312 LIFESTYLE & POOL MONITORING line item.

313 C. Review of Current Security Guard Agreement and Discussion on Authorization for Staff to
314 Proceed with RFP Publication

315 This item was tabled. The security team was directed to include additional information on
316 their entry log and bring to the next meeting a list of the existing equipment and how the
317 system can work more effectively.

318 *(The Board recessed the meeting at 2:16 p.m., and reconvened at 2:44 p.m.)*

319 D. Exhibit 14: Review of Access and Parking Policies and Agreements

320 The policies and agreements were provided for informational purposes per the Board's
321 previous request. Ms. Hammock informed the Board that the parking agreement amendment
322 was awaiting approval from the HOA Board. The existing license agreement allows the
323 HOA to enforce HOA rules on District property.

324 Ms. Hammock recommended reviewing the CDD policies that the Board would like to
325 review and change and notice a public hearing and said she would gather more robust
326 information on a fine system for parking violations. Ms. Hammock requested the Supervisors
327 review the existing CDD parking policy and provide her and Mr. Krause with their
328 amendments. Mr. Krause was directed to reach out to the District Engineer about County
329 requirements for street parking and if necessary follow up with the County to determine
330 where additional parking could be implemented.

331 **FIFTH ORDER OF BUSINESS – Staff Reports**

332 A. District Counsel – *Meredith Hammock, KE Law Group*

333 1. Discussion on Gatehouse Relocation

334 On a MOTION by Ms. Osner, SECONDED by Ms. Wienker, WITH ALL IN FAVOR, the Board ratified
335 the existing project engineer agreement with Kimley-Horn, for the Solterra Resort Community
336 Development District.

337 Ms. Hammock outlined the updated terms for the revolving line of credit the previous
338 Board had approved in substantial form with Valley National Bank.

339 On a MOTION by Ms. Osner, SECONDED by Mr. Crawford, WITH ALL IN FAVOR, the Board ratified
340 the updated term sheet provided by Valley National Bank and authorized staff to move forward with the
341 underwriting and contract process, for the Solterra Resort Community Development District.

342 Ms. Hammock affirmed she would confirm Kimley-Horn is clear on the Board's
343 direction for the concept plans – moving the front gate back as far as possible, widen the
344 entrance, and look for potential options for a second ingress/egress.

345 2. Discussion on Policy for Proper Use of Surplus Property

346 Ms. Hammock briefed the Board on the Florida Statutes that dictate how surplus property
347 could be disposed of and said she would bring a resolution for the furniture to the next
348 Board meeting.

349 B. District Engineer – *Tonja Stewart, Stantec*

350 The District Engineer was not present.

351 C. District Manager – *Larry Krause, DPFG*

352 1. Exhibit 15: Field Operations Report

353 Mr. Krause presented his report. He noted growth in some of the ponds and stated he
354 would reach out to the aquatics team.

355 *(Mr. Crawford left the meeting at approximately 3:18 p.m.)*

356 Ms. Wienker requested the landscape along Solterra Boulevard from the trash compactor
357 leading towards Oakmoss be reviewed, specifically addressing the easement being used
358 for parking by the trash compactor and replacing plants with more viable vegetation.

359 Ms. Osner pointed out the entrance monument and walls at Pine Tree Trail need to be
360 reviewed for painting and re-sealing.

361 The Supervisors suggested that the plants need to be fertilized, viburnum hedges could be
362 installed along the property lines of the homes backing up to the pool, and the trimmed
363 hedging debris be removed.

364 *(The Board recessed the meeting at 3:39 p.m., and reconvened at 3:45 p.m.)*

365 Mr. Bryant was directed to present a proposal for replacing plants at the front entrance
366 and pool, replacing failed turf with low-maintenance ground cover, possibly adding
367 fruiting trees in the common areas, and adding drainage holes to the bowls at the front
368 entrance for future planting. Mr. Bryant did note that 15,000 s.f. of turf is slated for the
369 easement from the trash compactor down to Oak Street, but it is on hold until the frost
370 chances decrease and the irrigation systems are back on line. He recommended recycled
371 concrete for the area by the trash compactor.

372 **SIXTH ORDER OF BUSINESS – Consent Agenda**

373 A. Exhibit 16: Consideration for Approval – The Minutes of the Board of Supervisors Regular
374 Meeting Held December 22, 2022.

375 On a MOTION by Ms. Osner, SECONDED by Ms. Wienker, WITH ALL IN FAVOR, the Board
376 approved the Minutes of the Board of Supervisors Regular Meeting Held December 22, 2022, for the
377 Solterra Resort Community Development District.

378 B. Exhibit 17: Consideration for Acceptance – The December 2022 Unaudited Financial Report.

379 On a MOTION by Ms. Osner, SECONDED by Ms. Casanova, WITH ALL IN FAVOR, the Board
380 accepted the December 2022 Unaudited Financial Report, for the Solterra Resort Community
381 Development District.

382 **SEVENTH ORDER OF BUSINESS – Audience Comments – New Business/Non Agenda – (limited**
383 *to 3 minutes per individual)*

384 There being none, the next item followed.

385 **EIGHTH ORDER OF BUSINESS – Supervisors Requests**

386 Ms. Wienker made the following requests:

- 387 1) Board approve a guest’s request to erect a meeting tent on CDD property in a location not
388 identified as for rent, with the understanding the tent is to be used for meeting purposes
389 only, no food or beverages are permitted and all community rules are to be followed.

390 On a MOTION by Ms. Wienker, SECONDED by Ms. Osner, WITH ALL IN FAVOR, the Board
391 authorized staff to proceed with a license agreement authorizing use of the requested location for an
392 identified time period, and for the Chair to execute said agreement, for the Solterra Resort Community
393 Development District.

- 394 2) Staff add a discussion on new amenities to the next agenda. Ms. Hammock asked that
395 parcels be identified for the proposed amenities and the locations emailed to her prior to
396 the meeting so she can research zoning restrictions prior to the discussion.

397 3) Staff obtain proposals for updating the gym equipment and flooring.

398 4) Staff get water service reinstated at the gym, suggesting a proposal from Crystal Springs.

399 5) A check-in process for amenity usage, anticipating the Amenity Manager would need to
400 provide the logistics on how this would work.

401 6) Staff adding the online link for the Microsoft Teams meeting to the agenda packet.

402 Ms. Casanova had no requests.

403 Ms. Osner’s requests the stained carpet squares in the gym be changed out when they are
404 reported.

405 **NINTH ORDER OF BUSINESS – Action Items Summary**

406 Mr Krause announced he would email the list to the Supervisors. *(Copy attached)*

407 **TENTH ORDER OF BUSINESS – Next Meeting Quorum Check**

408 Mr. Krause announced the next regular meeting was scheduled for Thursday, February 23, 2023 at
409 9:30 a.m. at the Solterra Resort Amenity Center. That meeting will include a shade meeting. Ms.
410 Osner, Ms. Casanova and Mr. Crawford will physically attend. Ms. Wienker will be attending via
411 phone.

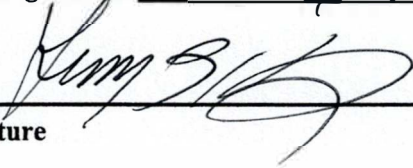
412 **ELEVENTH ORDER OF BUSINESS – Adjournment**

413 On a MOTION by Ms. Wienker, SECONDED by Ms. Casanova, WITH ALL IN FAVOR, the Board
414 adjourned the meeting for the Solterra Resort Community Development District.

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

418 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
419 meeting held on FEBRUARY 23, 2023.

420




Signature

Larry B. Krause Jr.

Printed Name

421 Title: Secretary Assistant Secretary



Signature

Ariane CASANOVA

Printed Name

Title: Chairman Vice Chair

From: Larry Krause

Sent: Wednesday, February 8, 2023 8:45 PM

Subject: Solterra Resort CDD Meeting Action Items from 1/26/23 & 2/3/23

Good Evening Supervisors and Team,

Below is a listing of the Action Items from the 1/26/23 CDD Meeting and 2/3/23 continuation of same. Please let me know if there are any changes or additions...

Thank you,
Larry

| | |
|--|------------------------|
| 1. DM – confirm if CDD owns or leases ENVERA Equipment in Entrance Gate House | Working |
| 2. DM – Provide Pool hours to KS for signs to be posted at the pool - | DONE - MH sent 1/26/23 |
| 3. DM – provide all VENDOR CONTRACTS to Supervisors | Working |
| 4. DM – Set KW up with her email | DONE |
| 5. DM – invite SHERIFF to attend 2/3/23 Meeting | DONE |
| 6. DM – Send Dep. Dialto all Solterra CDD meeting invites (ad6785@polksheriff.org) | DONE |
| 7. DM – Ask County for Traffic Study Along Pine Tree | Working |
| 8. DM – Ask STEADFAST to call in to next meeting for their report | DONE |
| 9. DM – Get a better Pond Map | DONE |
| 10. DM – Work with Landscaper to include PICTURES in all proposals | DONE |
| 11. DM – Have SPECTRUM add Amenity Mngr. to account | DONE |
| 12. DM – work with Amenity Manager to get gate working ASAP | Working |
| 13. DM – Add MS TEAMS meeting LINK to agenda and provide to Amenity Manager to provide | DONE |
| 14. DM – Work with Sheriff’s Office (S.O.) on pricing for patrol car at gate, patrolling | Working |
| 15. DM – Send invitation to Dep. Dialto on Security Shade Session to attend | DONE 2/8/23 |
| 16. DM – invite S.O. to attend ALL CDD meetings | Working |
| 17. DM – Invite HOA to attend next meeting and add place on agenda for them to provide their own update to the Board. | Working |
| 18. DM – Add DwellingLive Security to SHADE SESSION agenda | DONE |
| 19. DM – Community Bulletin Board on CDD Property – IT’A AT AMENITY CENTER | DONE |
| 20. DM – get with FINANCE To update costs spent on STAFFING YTD | Working |
| 21. DM – contact Spectrum AGAIN to fix gate connectivity issue | DONE |
| 22. DM – have post orders for review at the 2/23/23 SHADE SESSION | DONE |
| 23. DM – Get lines REPAINTED for street parking | Working |
| 24. DM – Check with DE/County re: adding street parking | Working |
| 25. DM – Add DISCUSSION ITEM to 2/23 agenda, re: possible uses for additional amenities | DONE |
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| 26. Morgan – will let us know what equipment is in the GATEHOUSE and who owns what | |
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| 27. Dana – drill holes in the bowls at the entrance for water drainage...and bring PROPOSALS to Board for review | |
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| 28. MH – check on levels of fines/booting for roads and easements | |
| 29. MH – reach out to Kimley-Horn re: front gate and other options | |
| 30. MH - research holding FARMERS MARKETS | |
| 31. MH – RESOLUTION on selling CDD items | |
| | |
| 32. KS – Bring back additional quotes for SECURITY | |
| 33. KS – get proposals for WATER SERVICE in the gym | |
| 34. KS – work with DM to located additional RAT TRAPS in CDD common areas | |
| 35. KS – Brind Florida Pest Control PROPOSAL to 2/23/23 meeting | |
| 36. KS – Work on replacing signage around the pool, front gate and rest of community | |
| 37. KS – get quotes for polywood chaises and tables | |
| 38. KS – get update from SANDRI POOLS (in writing) | |
| 39. KS – Give DM PROPOSALS for SIGNS to be approved | |
| 40. KS – get proposals for HLIDAY LIGHTING | |
| 41. KS – Proposals for ELECTRIC OUTLETS on all ISLANDS (Villatel, Amenity Ctr.) | |