



**SOLTERRA RESORT  
COMMUNITY DEVELOPMENT DISTRICT**

*Advanced Meeting Package*

*Regular Meeting*

*Date/Time:*

*Friday*

*September 1, 2023*

*10:00 a.m.*

*Location:*

*Solterra Resort Amenity Center*

*5200 Solterra Blvd.,*

*Davenport, FL 33837*

*Note: The Advanced Meeting Package is a working document and thus all materials are considered **DRAFTS** prior to presentation and Board acceptance, approval or adoption.*

# Solterra Resort Community Development District

c/o Vesta District Services  
250 International Parkway, Suite 208  
Lake Mary, FL 32746  
321-263-0132

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Board of Supervisors  
Solterra Resort Community Development District

Dear Board Members:

The Regular Meeting of the Board of Supervisors of the Solterra Resort Community Development District is scheduled for **Friday, September 1, 2023 at 10:00 a.m.** at **Solterra Resort Amenity Center – 5200 Solterra Blvd., Davenport, FL 33837.**

The advanced copy of the agenda for the meeting is attached along with associated documentation for your review and consideration. Any additional support material will be distributed at the meeting.

Should you have any questions regarding the agenda, please contact the District Manager at (321) 263-0132 or [kdarin@vestapropertyservices.com](mailto:kdarin@vestapropertyservices.com). We look forward to seeing you at the meeting.

Sincerely,

*Kyle T. Darin*

Kyle T. Darin  
District Manager

Cc: Attorney  
Engineer  
District Records

# SOLTERRA RESORT COMMUNITY DEVELOPMENT DISTRICT

Meeting Date: Friday, September 1, 2023

Time: 10:00 a.m.

Location: Solterra Resort Amenity Center  
5200 Solterra Boulevard  
Davenport, Florida 33837

[Join via Computer or Mobile App](#)

Dial-in Number: 1-904-348-0776

Phone Conference ID: 862 156 243#

(Mute/Unmute: \*6)

## Agenda

*The full draft agenda packet will be posted to the CDD website under [Meeting Documents](#) when it becomes available, or it may be requested no earlier than 7 days prior to the meeting date by emailing [sconley@vestapropertyservices.com](mailto:sconley@vestapropertyservices.com)*

### I. Roll Call

### II. Audience Comments – Agenda Items and New Business

#### *Public Conduct Notice:*

- Members of the public are provided the opportunity for public comment at specific times during the meeting.
- Each member of the public is limited to three (3) minutes, at the discretion of the Presiding Officer, which may be shortened depending on the number of speakers.
- Speakers shall refrain from disorderly conduct, including launching personal attacks.
- The Presiding Officer and District Manager shall have the discretion to remove any speaker that disregards the District's public decorum policies.
- Public comments are not a Q&A session; Board Supervisors and District staff are not expected to respond to questions during the public comment period.

### III. Business Items

#### A. Vendor Reports

1. Aquatic Maintenance – *Steadfast Environmental* [Exhibit 1](#)
2. Landscape Maintenance – *Dana Bryant, Yellowstone Landscape*
3. HOA Management – *Evergreen Lifestyles Management*
4. Amenity Manager – *Jayme Biggs, Vesta Property Services* [Exhibit 2](#)
  - a. Lifestyle Events Schedule Update
  - b. Discussion of Villatel Amenity Rental Request
  - c. Facility Closing for Pressure Washing  
(Lazy River 11/6-11/8; Entire Facility 11/13-11/15)
  - d. Discussion of Revised Cintas Agreement [Exhibit 3](#)

**III. Business Items**

- B. Consideration and Adoption of **Resolution 2023-17, Setting the FY 2024 Meeting Dates, Times and Location** [Exhibit 4](#)

**IV. Consent Agenda**

- A. Consideration and Approval of the Minutes of the Board of Supervisors Regular Meeting Held August 4, 2023 [Exhibit 5](#)
- B. Consideration and Acceptance of the July 2023 Unaudited Financial Report [Exhibit 6](#)
- C. Ratification of Approved Spies Proposal to Repair Spa Recirculation Pump Housing and Pump Gasket - \$845.00 [Exhibit 7](#)

**V. Staff Reports**

- A. District Counsel – *Meredith Hammock, Kilinski Van Wyk*
- B. District Engineer – *Tonja Stewart, Stantec*
- C. District Manager – *Kyle Darin, Vesta District Services*

**VI. Supervisor Requests (Includes Next Meeting Agenda Item Requests)**

**VII. Action Items Summary**

**VIII. Next Meeting Quorum Check**

**Friday, October 6, 2023 at 10:00 a.m.**  
Solterra Resort Amenity Center  
5200 Solterra Blvd., Davenport, FL 33837

**IX. Adjournment**

# EXHIBIT 1





## Solterra Resort CDD Aquatics

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**Inspection Date:**

8/22/2023 12:58 PM

**Prepared by:**

Lee Smith

Account Manager

STEADFAST OFFICE:

WWW.STEADFASTENV.COM  
813-836-7940





MAINTENANCE AREA



# SOLTERRA RESORT CDD

Solterra Blvd, Davenport

Gate Code:



# Inspection Report

**SITE: 0**

Condition:    Excellent    Great    Good    Poor    Mixed Condition    Improving



**Comments:**

Overall this pond is in great condition. Minor amounts of algae were present along some areas of the perimeter. Torpedo grass and Slender Spikerush were also observed along the shoreline and creeping in to the water. Our technician will target these nuisance species during future maintenance events.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Turbid	<input type="checkbox"/> Tannic
<u>ALGAE:</u>	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Subsurface Filamentous	<input checked="" type="checkbox"/> Surface Filamentous
		<input type="checkbox"/> Planktonic	<input type="checkbox"/> Cyanobacteria
<u>GRASSES:</u>	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Minimal	<input type="checkbox"/> Moderate
			<input type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
	<input checked="" type="checkbox"/> Torpedo Grass	<input type="checkbox"/> Pennywort	<input type="checkbox"/> Babytears
	<input type="checkbox"/> Hydrilla	<input checked="" type="checkbox"/> Slender Spikerush	<input type="checkbox"/> Chara
			<input type="checkbox"/> Other:

**SITE: 1**

Condition:    Excellent    Great    Good    Poor    Mixed Condition    Improving



**Comments:**

This pond is dominated by algae and nuisance grasses. A lot of this vegetation does appear to be decaying from previous treatment, but there is definitely more progress that needs to be made. Once the weather cools down and the growth rate slows down, we should start to see improvements here. Our technician will keep this pond on their radar and will continue to treat accordingly.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Turbid	<input type="checkbox"/> Tannic
<u>ALGAE:</u>	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Subsurface Filamentous	<input checked="" type="checkbox"/> Surface Filamentous
		<input type="checkbox"/> Planktonic	<input type="checkbox"/> Cyanobacteria
<u>GRASSES:</u>	<input type="checkbox"/> N/A	<input type="checkbox"/> Minimal	<input type="checkbox"/> Moderate
			<input checked="" type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
	<input checked="" type="checkbox"/> Torpedo Grass	<input type="checkbox"/> Pennywort	<input type="checkbox"/> Babytears
	<input type="checkbox"/> Hydrilla	<input checked="" type="checkbox"/> Slender Spikerush	<input type="checkbox"/> Chara
			<input type="checkbox"/> Other:





# Inspection Report

## SITE: 2

Condition:    Excellent    Great    Good    Poor     Mixed Condition    Improving



### Comments:

This pond contains a significant amount of grasses and has very little water present. The grasses are a mix of beneficial and nuisance. This area is being closely monitored and any nuisance vegetation is being targeted. While there is still nuisance vegetation growth present and still more progress to be made, it is good to see that this growth is being contained in this area and is not expanding to where it is an issue.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	Subsurface Filamentous	Surface Filamentous
		Planktonic	Cyanobacteria
<u>GRASSES:</u>	N/A	Minimal	Moderate <input checked="" type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
	<input checked="" type="checkbox"/> Torpedo Grass	Pennywort	Babytears
	Hydrilla	<input checked="" type="checkbox"/> Slender Spikerush	Other:
			Chara

## SITE: 3

Condition:    Excellent     Great    Good    Poor    Mixed Condition     Improving



### Comments:

This pond is dominated by grasses. The main grasses present are Beneficial Gulf Coast Spikerush, which appear to be in healthy condition. Water level is still low in this pond, and what water there is present contains very minor amounts of surface algae. Torpedo grass was also observed in some areas in minor amounts. Routine maintenance and monitoring will occur here.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic
<u>ALGAE:</u>	N/A	Subsurface Filamentous	<input checked="" type="checkbox"/> Surface Filamentous
		Planktonic	Cyanobacteria
<u>GRASSES:</u>	N/A	Minimal	Moderate <input checked="" type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
	<input checked="" type="checkbox"/> Torpedo Grass	Pennywort	Babytears
	Hydrilla	Slender Spikerush	Other:
			Chara



# Inspection Report

## SITE: 4

Condition:    Excellent    Great    Good    Poor    Mixed Condition    Improving



### Comments:

Algae is present throughout this pond in minor amounts. Some of this algae does appear to have been treated recently. The littoral shelf contains beneficial and nuisance vegetation. The nuisance vegetation on the outside of this shelf is decaying, and our technician will continue to monitor and treat accordingly.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic
<u>ALGAE:</u>	N/A	<input checked="" type="checkbox"/> Subsurface Filamentous Planktonic	<input checked="" type="checkbox"/> Surface Filamentous Cyanobacteria
<u>GRASSES:</u>	N/A	Minimal	<input checked="" type="checkbox"/> Moderate Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
<input checked="" type="checkbox"/> Torpedo Grass	Pennywort	Babytears	Chara
Hydrilla	Slender Spikerush	Other:	

## SITE: 5

Condition:    Excellent    Great    Good    Poor    Mixed Condition    Improving



### Comments:

Scattered algae was present around the perimeter in very minor amounts. The littoral shelf is being maintained nicely and any nuisance vegetation present is being addressed. Routine maintenance and monitoring will occur here.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic
<u>ALGAE:</u>	N/A	<input checked="" type="checkbox"/> Subsurface Filamentous Planktonic	<input checked="" type="checkbox"/> Surface Filamentous Cyanobacteria
<u>GRASSES:</u>	N/A	Minimal	<input checked="" type="checkbox"/> Moderate Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
<input checked="" type="checkbox"/> Torpedo Grass	Pennywort	Babytears	Chara
Hydrilla	Slender Spikerush	Other:	





# Inspection Report

## SITE: 6

Condition:    Excellent    Great    Good    Poor    Mixed Condition    Improving



### Comments:

The green tint indicates the presence of Planktonic Algae. The perimeter of this pond contains beneficial gulf coast spikerush, but does have some Torpedo grass intertwined within it as well. The littoral shelf is being maintained and any nuisance vegetation growth is being prevented from expanding.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic	
<u>ALGAE:</u>	N/A	Subsurface Filamentous	Surface Filamentous	
		<input checked="" type="checkbox"/> Planktonic	Cyanobacteria	
<u>GRASSES:</u>	N/A	Minimal	<input checked="" type="checkbox"/> Moderate	Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	<input checked="" type="checkbox"/> Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	<input checked="" type="checkbox"/> Slender Spikerush	Other:	

## SITE: 7

Condition:    Excellent    Great    Good    Poor    Mixed Condition    Improving



### Comments:

This pond is dominated by grasses. Water is present and there doesn't appear to be any algae. There were some decaying nuisance grasses around the perimeter. Our technician will continue to treat this pond accordingly, with the goal of eradicating as much nuisance vegetation as possible, and preventing any nuisance vegetation from expanding outside of the pond boundary.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic	
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	Subsurface Filamentous	Surface Filamentous	
		Planktonic	Cyanobacteria	
<u>GRASSES:</u>	N/A	Minimal	Moderate	<input checked="" type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	<input checked="" type="checkbox"/> Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	<input checked="" type="checkbox"/> Slender Spikerush	Other:	



# Inspection Report

**SITE: 8**

Condition:    Excellent    Great     Good    Poor    Mixed Condition     Improving



**Comments:**

No major algae growth was observed in this pond. Torpedo grass and Slender Spikerush are the main nuisance vegetation present, and they are present along the shoreline and creeping into the water. These grasses will be the main focus on this pond for our technician moving forward.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	Subsurface Filamentous	Surface Filamentous
		Planktonic	Cyanobacteria
<u>GRASSES:</u>	N/A	Minimal	<input checked="" type="checkbox"/> Moderate
			Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
	<input checked="" type="checkbox"/> Torpedo Grass	Pennywort	Babytears
	Hydrilla	<input checked="" type="checkbox"/> Slender Spikerush	Other:
			Chara

**SITE: 9**

Condition:    Excellent     Great    Good    Poor    Mixed Condition     Improving



**Comments:**

The green tint indicates the presence of Planktonic algae. Minor amounts of surface algae were also observed along some areas of the perimeter. Routine maintenance and monitoring will occur here.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic
<u>ALGAE:</u>	N/A	Subsurface Filamentous	<input checked="" type="checkbox"/> Surface Filamentous
		<input checked="" type="checkbox"/> Planktonic	Cyanobacteria
<u>GRASSES:</u>	N/A	<input checked="" type="checkbox"/> Minimal	Moderate
			Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
	Torpedo Grass	Pennywort	Babytears
	Hydrilla	Slender Spikerush	Other:
			Chara



## MANAGEMENT SUMMARY



With the passing of the solstice, we are currently in the longest, hottest part of the year, the height of Summer. As such, algae and vegetation are growing as rapidly as possible. At this time of year, it will be a cyclical battle against these forces until more frequent rainfall or cooler temperatures bring relief with the onset of Fall. Our most recent visit was Wednesday (8/16), and evidence of our technician's treatment should be apparent all throughout the community. Recently treated algae and vegetation on all ponds will begin to decay following treatment, and will disappear over the course of 7-10 days. All waterways are being closely monitored and treated accordingly to keep them as healthy as possible during these warm summer months.

Considering the season, most ponds are in great condition. Nuisance grasses were still present in significant amounts and will be a main focus going forward. In terms of algal activity, there are still moderate amounts of decaying algae around the perimeters and throughout some ponds. Those ponds that still contain notable amounts of algae will be on our technician's radar for future visits. Some ponds simply require light touch ups to stay in good health during the summer conditions. Proceeding treatments will continue to combat any new growth that pops up between visits, as the growing season continues. Rains have improved most pond conditions favorably, and should continue to improve them as we move into the rainy, summer months.

## RECOMMENDATIONS

Continue to treat ponds for algae, administer follow-ups to ponds experiencing extended decay times.

Administer treatments to any nuisance grasses growing along exposed shorelines and within beneficial plants.

Continue to apply treatment to overgrown littoral areas.

Avoid overtreating ponds, to prevent fish kills or toxic blooms.

Stay alert for debris items that find their way to the pond's shore.

Thank you for choosing Steadfast Environmental!





# EXHIBIT 2





## General Managers Report

Meeting Date: 9/1/23

Submitted by: *Jayme Biggs*

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### **LIFESTYLE**

- The website is complete and ready for distribution.
- The website will be shared in the September newsletter.
- Back to school bash held on 8/19 was extremely successful. Pool attendance that day was consistently 200 or more patrons. Themed trivia, games, crafts, and a giveaway were all well received. DJ was also present for the event.
- Next big event will be on Monday, September 4<sup>th</sup> – Labor Day. The theme will be camping, and all activities will be conducted by in-house staff.
- Several events are in the process of being planned for October and the remainder of the year.

### **ADMIN**

- The Leisure Patron Amenity Access Fee policy has been written and distributed via email to the owner database.
- September 1<sup>st</sup> is the first day in effect.
- Guests with reservations that began before the 1<sup>st</sup> will be waived of the fee and issued an amenity access card. All reservations starting 9/1 or later will be required to pay the fee.
- CINTAS has issued credit of \$412 for the overcharges. The next two weeks of service will not be billed to compensate for the overcharges.
- CINTAS has edited their service agreement to reflect the changes moving forward. (Including additional savings of \$12 per week.)

### **APPROVED PROJECT UPDATES**

#### **PRESSURE WASHING PROJECT**

- Corrected estimate matching NTE amount is attached for signature.
- Pressure washing and sealing work requires closure of 3 days.
- Work will be split to just lazy river and full facility dates were chosen for Monday -Wednesday to have the least impact on guests.
- Only the Lazy River - will be closed on November 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup>.
- The entire pool deck will be closed November 13<sup>th</sup>, 14<sup>th</sup>, and 15<sup>th</sup>. Only staff on-site those days will be front desk and management.
- This information will be posted on the website and sent in September's newsletter to the owner database once approved.





### **RESTRIPIING PROJECT**

- Work is 80% complete. USA Seal & Stripe will be back on property on Monday 8/28 to complete work.
- Stop Bars and Crosswalks have been completed.
- After pictures attached.

### **HOLIDAY LIGHT PROJECT**

- Vendor has updated proposal to match NTE amount.
- The invoice for 50% deposit will be submitted on 10/1.

### **CONCRETE REPAIR PROJECT – Oakbourne Ave.**

- Work will be completed Saturday, 8/26/23.

### **OAKS LANE – Sewer grate**

- In-house Maintenance team replaced the grate. Outside vendor would have charged \$500+.
- Pictures attached.

### **FIELD OPERATIONS AND FACILITY MAINTENANCE**

#### **Projects currently completed in-house resulting in considerable savings to the District.**

- The first section of LED lighting conversion has been completed. The clubhouse lights have all been changed out by in-house staff. The results will be savings in energy cost, brighter lighting, and improved aesthetic look. See pictures attached.
- Café inside – painting complete.
- Privacy screening installing around pool equipment fencing. The screening helps to camouflage the pool chemicals and equipment. See pictures attached.
- All storage closets have been cleaned out and rearranged to clear equipment and electric panels to adhere to fire code. HVAC, electric panel, and other equipment were blocked previously.
- A new senior maintenance tech was hired and started on 8/21.
- Skyline (cleaning chemical provider) has been replaced by Janitorial Super Store. This change of vendor will save the district significantly. The saving will be 50% or more. Just for one order of each item we use is over \$300 saved.

#### **In Process:**

1. Repair final outdoor shower
2. Pressure wash pool chairs (30% complete)
3. LED conversion – gym and patio (to be completed in October)

*Should you have any comments or questions feel free to contact me directly.*



# SOLTERRA RESORT



Before and After Pictures

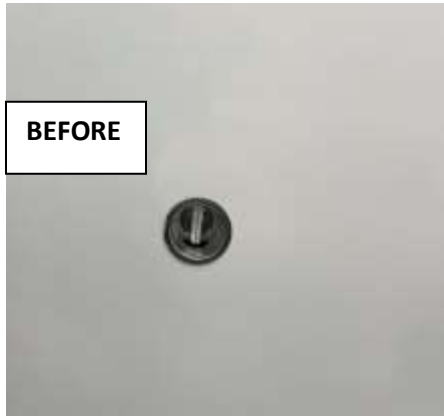
## Pool Pump and Chemical Area



# SOLTERRA RESORT

## Clubhouse LED Lighting Conversion

Fixtures updated to cleaner look.



## Clubhouse Lighting Before





# SOLTERRA RESORT

## Clubhouse Lighting After



# SOLTERRA RESORT

Clubhouse Office Lighting Before



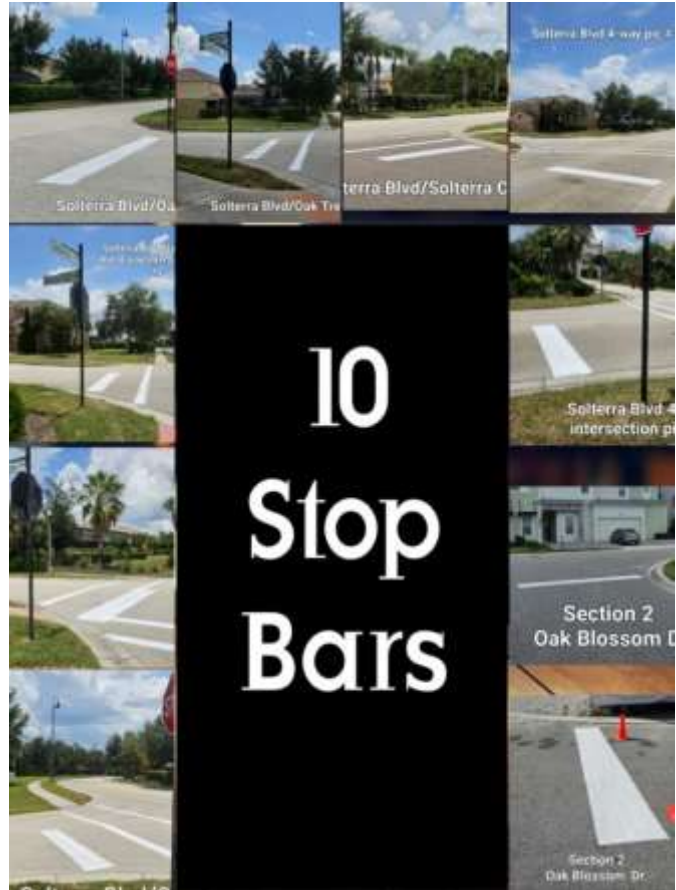
Clubhouse Office/Breakroom Lighting After



# SOLTERRA RESORT

## USA Seal and Stripe Project

Villatel stripes were completed incorrectly – vendor will come back to property on 8/28 to complete correct stripes.





# SOLTERRA RESORT

## OAKS LANE – SEWER GRATE



# EXHIBIT 3





## STANDARD RENTAL SERVICE AGREEMENT

Location No. 0073 Agreement No. 210426668 Customer No. 15077834 Date \_\_\_\_\_  
 Customer SOLTERRA RESORT CDD Phone 407-766-9966  
 Address 5200 SOLTERRA BLVD City DAVENPORT State FL Zip 33837

**UNIFORM PRICING:**

Material#	Description	Rental Frequency	Inventory	Unit Price

**EMBLEM PRICING:**

Material#	Description	Rental Frequency	Inventory	Unit Price

**FACILITY SERVICES PRODUCTS PRICING:**

Material#	Description	Rental Frequency	Inventory	Unit Price
X10186	4X6 ACTIVE SCRAPER - Rental	01	ANY	9.252
X10189	3X5 XTRAC MAT ONYX - Rental	01	ANY	15.069
X10192	4X6 XTRAC MAT ONYX - Rental	01	ANY	12.870
X10202	3X10 XTRAC MAT ONYX - Rental	01	ANY	18.196
X84401	4X6 LOGO MAT - Rental	01	ANY	21.229
X7540	GREY MICROFIBER WIPE - Rental	01	ANY	0.389
X9338	ALC FOAM HND SNT SVC - Rental	01	ANY	2.500
X9339	ALC FOAM HND SNT RFL - Rental	01	ANY	0.000

- o This agreement is effective as of the date of execution for a term of 36 months from date of installation.
- o The additional charges listed below are subject to adjustment by Company effective upon notice to Customer, which notice may be in the form of an invoice.
- o COD Terms     \$\_\_\_\_\_ per week charge for delayed payment (if Amount Due is Carried to Following Week)
- o Credit Terms - Charge Payments due 10 Days After End of Month
- o Automatic Lost Replacement Charge:     Material \_\_\_\_\_ % of Inventory     \$\_\_\_\_\_ EA
- o Make-Up Charge     \$\_\_\_\_\_ per garment.
- o Non-Standard/Special Cut Garment (i.e., non-standard, non-stocked unusually small or large sizes, unusually short or long sleeve or length, etc.) premium     \$0.150 \_\_\_\_\_ per garment
- o Artwork Charge for Logo Mat     \$\_\_\_\_\_
- o Under no circumstances will the Company accept textiles bearing free liquid. Shop towels may not be used to clean up oil or solvent spills.
- o Service Charge:     \$12.94 \_\_\_\_\_ per delivery.  
     This Service Charge is used to help Company pay various fluctuating current and future costs including, but not limited to, costs directly or indirectly related to the environment, energy issues, service and delivery of goods and services, in addition to other miscellaneous costs incurred or that may be incurred in the future by Company.
- o Size Change: Customer agrees to have employees measured by a Cintas representative using garment "size samples". A charge of \$6.050 \_\_\_\_\_ per garment will be assessed for employees size changed within 4 weeks of installation.
- o Uniform Advantage     \$\_\_\_\_\_ per garment     Premium Advantage     \$\_\_\_\_\_ per garment
- o Uniform and Premium Advantage covers damaged garments needing to be replaced outside of normal wear. Uniform Advantage and Premium Advantage do not cover lost or unreturned garments. The Customer or Company may cancel Uniform Advantage and Premium Advantage at any time.
- o Emblem Advantage     \$\_\_\_\_\_ per garment. Emblem Advantage covers name and company emblems initially selected by Customer. The Customer or Company may cancel Emblem Advantage at any time after six months from date of installation.

**STANDARD RENTAL SERVICE AGREEMENT**

o Prep Advantage \$ \_\_\_\_\_ per garment. Prep Advantage covers all costs associated with garment preparation. The Customer or Company may cancel Prep Advantage at any time after six months from date of installation.

o Other \_\_\_\_\_

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
 Date  \_\_\_\_\_ Initial and check box if Unilease. All garments will be cleaned by Customer.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
 Date  \_\_\_\_\_ Initial and check box if receiving Linen Service. Company may make periodic physical inventories of items in possession or under control of customer.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
 Date  \_\_\_\_\_ Initial and check box if receiving direct embroidery. If service is discontinued for an employee, or Customer deletes any of the garments with direct embroidery for any reason, or terminates this agreement for any reason, or fails to renew the agreement. Customer will purchase all direct embroidered garments at the time they are removed from service at the then current replacement values.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
 Date  \_\_\_\_\_ Initial and check box if declining the Uniform Advantage Program

Customer certifies that  it is  is not a federal, state, or local government branch or agency.

**This agreement is subject to the terms and conditions on the back of this agreement. By signing below, Customer agrees to and accepts the terms and conditions on the back of this agreement.**

Cintas Loc.No \_\_\_\_\_

By \_\_\_\_\_

Title \_\_\_\_\_

Accepted-GM \_\_\_\_\_

Please Sign Name \_\_\_\_\_

Please Print Name \_\_\_\_\_

Please Print Title \_\_\_\_\_

E-Mail \_\_\_\_\_



STANDARD UNIFORM RENTAL SERVICE AGREEMENT RENEWAL

1. The Customer, its successors and assigns ("**Customer**") orders from CINTAS CORPORATION or any of its subsidiaries, successors and assigns ("**Company**") all of the Customer's requirements of garment rental services and other materials covered by this agreement during the term of this agreement all in accordance with the pricing, terms and conditions contained herein. Pricing is based on 52 weeks billing per rental material per year.
2. All garments and other rented materials will be cleaned and maintained by Company and remain the property of the Company. Any garments that require replacement due to normal wear will be replaced by Company at no charge to Customer.
3. Unless specified otherwise, the garments supplied under this Agreement are not personal protective equipment and have no special protective or other characteristics, including but not limited to, flame resistant or acid resistant properties. Specialty apparel and personal protective equipment may be available from Company upon request and would be covered under additional terms. Customer warrants that none of the employees for whom garments are supplied under this agreement require flame retardant or acid resistant clothing.
4. Customer is ultimately responsible for choosing the type and placement of any floor mats provided by Company and ensuring floor safety conditions at its locations. If a mat needs to be replaced for any reason prior to its next scheduled service, Customer should remove it and contact Company to request replacement.
5. Customer agrees to notify Company, in writing, of any hazardous materials, including lead, arsenic, hexavalent chromium and cadmium, that may be picked up by Company in the soiled garments or other textiles serviced under this agreement. In no case will hazardous materials be present to the extent that they may be harmful to Company's employees.
6. The weekly rental charge for any individual leaving the employ of Customer can be terminated, but only after all garment issued to that individual, or the current replacement value of same, have been returned or paid to Company. Any non-standard, or special products (i.e., logo mats) must be purchased by the Customer if service is stopped for any reason. If materials are lost or damaged by any means Customer will pay the then current replacement values for said materials. Should Customer require garment sizes that are outside the standard size range, customer agrees to pay the specific premium price for those materials and sizes designated under Uniform Pricing.
7. This agreement is effective as of the date of execution. The initial term of this agreement shall be as set forth on the front of this agreement and shall automatically renew for the same period of time unless Company is notified, to the contrary, in writing, no more than 180 days, but no less than 90 days in advance of the expiration of the then current term. Company has the right to increase prices. The Customer has the right to reject the price increase within ten (10) days of the notice. If Customer rejects the price increase, Company may terminate this agreement. All invoices must be paid within ten days after the end of the month. Interest will accrue on any amounts which are not paid when due from the date due to the date of payment in full at an annual percentage rate equal to the lesser of (a) eighteen percent 18% or (b) the maximum rate permitted by applicable law.
8. Company is a licensee and not the owner of the Carhartt trademarked products. If Company should no longer have such license, then Company will substitute the Carhartt trademarked garments with garments of similar material and quality.
9. Customer hereby agrees to defend, indemnify and hold harmless Company from any claims and damages arising out of or associated with this agreement.
- 10. Company guarantees to deliver the highest quality textile rental service at all times. Any complaints about the quality of the service which have not been resolved in the normal course of business must be sent by registered letter to Company's General Manager. If Company then fails to resolve any material complaint in a reasonable period of time, Customer may terminate this agreement provided all rental materials are paid for at the then current replacement values or returned to Company in good and usable condition.**
11. Additional customer employees, products and services may be added to this agreement and shall automatically become a part of and subject to the terms and provisions of this agreement. If this agreement is terminated early, the parties agree that the damages sustained by Company will be substantial and difficult to ascertain. Therefore, if this agreement is terminated by Customer prior to the applicable expiration date for any reason other than documented quality of service reasons which are not cured as set forth above, or terminated by Company for cause at any time, Customer will pay to Company, as liquidated damages and not as a penalty, the greater of 50% of the average weekly invoice total multiplied by the number of weeks remaining in the unexpired term, or buy back all garments and other products allocated to Customer at the then current replacement values. Customer shall also be responsible for any unpaid charges on Customer's account prior to termination.
12. While this agreement is in effect, Customer agrees to pay a weekly minimum charge equal to 75% of (a) the charges on the initial invoice and (b) the charges for additional products and services added after the initial invoice.
13. Any dispute or matter arising in connection with or relating to this agreement shall be resolved by binding and final arbitration. The arbitration shall be conducted pursuant to applicable state or federal arbitration laws. Any such dispute shall be determined on an individual basis, shall be considered unique as to its facts, and shall not be consolidated in any arbitration or other proceeding with any claim or controversy of any other party. The exclusive jurisdiction and forum for resolution of any such dispute shall lie within the state where Customer is located.
14. Customer certifies that Company is in no way infringing upon any existing contract between Customer and any other service provider.
15. This agreement contains the entire agreement of the parties with respect to the subject matter of this agreement and supersedes all prior negotiations, agreements and understandings with respect thereto, and any terms and conditions set forth in subsequent purchase orders or other documents issued by customer, in which case, the terms of this agreement shall control.
16. This agreement may not be modified, amended or supplemented except in writing signed by an authorized representative of Company, provided, however, if a federal, state or local government body or its representative is a party to this agreement, the proposal modification, amendment, or supplement must be in a writing signed by a President or a Senior Vice President of Company.
17. If Company provides flame resistant clothing to Customer, Customer agrees it bears sole responsibility for selecting the flame resistant clothing and fabrics ("FRC") under this Agreement determining whether such items are appropriate for use by its employees and agents in their applicable work

environment(s). CUSTOMER ACKNOWLEDGES THAT COMPANY HAS MADE NO REPRESENTATION, WARRANTY, OR COVENANT WITH RESPECT TO THE FLAME-RESISTANT QUALITIES OR OTHER CHARACTERISTICS OF THE FRC OR WITH RESPECT TO THEIR FITNESS OR SUITABILITY FOR THIS OR ANY OTHER PURPOSE. COMPANY MAKES NO REPRESENTATION WHETHER THE FRC CONSTITUTES APPROPRIATE PERSONAL PROTECTIVE EQUIPMENT FOR THE ENVIRONMENT(S) TO WHICH CUSTOMER'S EMPLOYEES OR AGENTS MAY BE EXPOSED OR AS TO THE FRC'S ABILITY TO PROTECT USERS FROM INJURY OR DEATH. Customer agrees to notify all employees and other agents of Customer who may wear or will be wearing the FRC that it is not designed for substantial heat exposure or for use around open flames. Customer acknowledges that compliance with any and all OSHA or other similar regulations or requirements relating to personal protective equipment is the sole responsibility of Customer. Further, Customer releases Company from any and all liability that result from the use of the garments, including but not limited to any alleged failure of the FRC to function as flame-resistant or provide protection against fire and/or heat. Customer hereby agrees to defend, indemnify and hold harmless Company from any claims and damages arising out of or associated with this Agreement or resulting from Customer's or its employees' use of the FRC.

18. If Company provides high visibility garments to Customer, Customer bears sole responsibility for: (a) determining the level of visibility needed by wearers of the garments for their specific work conditions or uses; (b) identifying and selecting which garments meet the required level of visibility; and (c) determining when garments require repair or replacement to meet the required level of visibility. If garment needs to be replaced outside of normal wear and tear, the customer will be charged the then current replacement value. Customer acknowledges and understands that the garments alone do not ensure visibility of the wearer. Customer further acknowledges that Company is relying upon Customer to determine whether any garments need repair or replacement to maintain the required level of visibility. Company represents only that the garments supplied satisfy certain ANSI/ISEA standards to the extent the garments are so labeled. Customer acknowledges that Company has made no other representations, covenants or warranties whether express or implied, related to the garments.

19. Prevailing Wage/Living Wage. Customer understands and acknowledges individuals who provide services under this Agreement could be entitled to receive prevailing wages, living wages, or other minimum wages and/or benefits established by law ("Wage Statutes"). Customer understands and agrees that Customer is in sole possession and knowledge of the facts and circumstances necessary to make a determination as to whether any or all services provided under this Agreement are subject to any Wage Statutes. Accordingly, Customer agrees that it has the sole responsibility to determine whether the Agreement is subject to any Wage Statutes and that it will inform Cintas of this fact in writing prior to the Parties' execution of the Agreement. In the event that Customer fails to notify Cintas in writing that the Agreement is subject to a Wage Statute and either Cintas or any federal, state, or local authority determines that the services provided under the Agreement are subject to a Wage Statute, Customer agrees that it will pay Cintas all additional sums necessary to raise all wages and benefits covered by the applicable Wage Statute(s) for those individuals providing such services to Customer under the Agreement to the minimum levels required by the applicable Wage Statute(s), and Customer agrees that it will defend and indemnify Cintas from any and all fines, penalties, interest, or other costs, expenses, or charges of any type imposed by any federal, state, or local authority for Cintas's failure to satisfy any such Wage Statute, as well as Cintas's costs and attorneys' fees incurred in responding to or defending against any such claim.

# EXHIBIT 4





**RESOLUTION 2023-17**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SOLTERRA RESORT COMMUNITY DEVELOPMENT DISTRICT ADOPTING THE ANNUAL MEETING SCHEDULE FOR FISCAL YEAR 2023-2024; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Solterra Resort Community Development District (“**District**”) was established pursuant to the Uniform Community Development District Act of 1980, Chapter 190, *Florida Statutes*, as amended (“**Act**”), and is validly existing under the Constitution and laws of the State of Florida; and

**WHEREAS**, the District is required by Section 189.015, *Florida Statutes*, to file quarterly, semi-annually, or annually a schedule (including date, time, and location) of its regular meetings with local governing authorities; and

**WHEREAS**, further, in accordance with the above-referenced statute, the District shall also publish quarterly, semi-annually, or annually the District’s regular meeting schedule in a newspaper of general paid circulation in the county in which the District is located; and

**WHEREAS**, the Board desires to adopt the Fiscal Year 2023-2024 annual meeting schedule attached as **Exhibit A**.

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SOLTERRA RESORT COMMUNITY DEVELOPMENT DISTRICT:**

**SECTION 1.** The Fiscal Year 2023-2024 annual meeting schedule attached hereto and incorporated by reference herein as **Exhibit A** is hereby approved and shall be published in accordance with the requirements of Florida law and also provided to applicable governing authorities.

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

**PASSED AND ADOPTED THIS 1ST DAY OF SEPTEMBER, 2023.**

ATTEST:

**SOLTERRA RESORT  
COMMUNITY DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairperson, Board of Supervisors

**Exhibit A:** Fiscal Year 2023-2024 Annual Meeting Schedule



**Exhibit A**

**BOARD OF SUPERVISORS MEETING DATES  
SOLTERRA RESORT COMMUNITY DEVELOPMENT DISTRICT  
FISCAL YEAR 2023-2024**

The Board of Supervisors of the Solterra Resort Community Development District will hold their regular meetings for Fiscal Year 2023-2024 at the Solterra Resort Amenity Center, located at 5200 Solterra Boulevard, Davenport, Florida 33837, on the **first Friday** of each month at **10:00 a.m.**, unless otherwise indicated as follows:

Friday, October 6, 2023 **(Amenity Policies & Rates PH advert already submitted)**  
Friday, November 3, 2023  
Friday, December 1, 2023  
Friday, January 5, 2024  
Friday, February 2, 2024  
Friday, March 1, 2024  
Friday, April 5, 2024 **(Discuss Budget needs)**  
Friday, May 3, 2024 **(Budget Workshop and Approve Proposed Budget)**  
Friday, June 7, 2024  
**Friday, July 5, 2024 (select alternate date)**  
Friday, August 2, 2024 **(Budget PH)**  
Friday, September 6, 2024

The meetings are open to the public and will be conducted in accordance with the provision of Florida Law for Community Development Districts. The meetings may be continued to a date, time, and place to be specified on the record at the meeting. A copy of the agenda for these meetings may be obtained from Vesta District Services at 250 International Parkway, Suite 208, Lake Mary, Florida 32746, or by calling (321) 263-0132 ("District Office").

There may be occasions when one or more Supervisors or staff will participate by telephone. Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (407) 723-5900 at least 48 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Office.

A person who decides to appeal any decision made at the meeting with respect to any matter considered at the meeting is advised that 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 such appeal is to be based.

District Manager



## FY 2023-2024 Meeting Schedule Dates

### FIRST

Monday	Tuesday	Wednesday	Thursday	Friday
October 2, 2023	October 3, 2023	October 4, 2023	October 5, 2023	October 6, 2023
November 6, 2023	November 7, 2023	November 1, 2023	November 2, 2023	November 3, 2023
December 4, 2023	December 5, 2023	December 6, 2023	December 7, 2023	December 1, 2023
January 1, 2024	January 2, 2024	January 3, 2024	January 4, 2024	January 5, 2024
February 5, 2024	February 6, 2024	February 7, 2024	February 1, 2024	February 2, 2024
March 4, 2024	March 5, 2024	March 6, 2024	March 7, 2024	March 1, 2024
April 1, 2024	April 2, 2024	April 3, 2024	April 4, 2024	April 5, 2024
May 6, 2024	May 7, 2024	May 1, 2024	May 2, 2024	May 3, 2024
June 3, 2024	June 4, 2024	June 5, 2024	June 6, 2024	June 7, 2024
July 1, 2024	July 2, 2024	July 3, 2024	July 4, 2024	July 5, 2024
August 5, 2024	August 6, 2024	August 7, 2024	August 1, 2024	August 2, 2024
September 2, 2024	September 3, 2024	September 4, 2024	September 5, 2024	September 6, 2024

### SECOND

Monday	Tuesday	Wednesday	Thursday	Friday
October 9, 2023	October 10, 2023	October 11, 2023	October 12, 2023	October 13, 2023
November 13, 2023	November 14, 2023	November 8, 2023	November 9, 2023	November 10, 2023
December 11, 2023	December 12, 2023	December 13, 2023	December 14, 2023	December 8, 2023
January 8, 2024	January 9, 2024	January 10, 2024	January 11, 2024	January 12, 2024
February 12, 2024	February 13, 2024	February 14, 2024	February 8, 2024	February 9, 2024
March 11, 2024	March 12, 2024	March 13, 2024	March 14, 2024	March 8, 2024
April 8, 2024	April 9, 2024	April 10, 2024	April 11, 2024	April 12, 2024
May 13, 2024	May 14, 2024	May 8, 2024	May 9, 2024	May 10, 2024
June 10, 2024	June 11, 2024	June 12, 2024	June 13, 2024	June 14, 2024
July 8, 2024	July 9, 2024	July 10, 2024	July 11, 2024	July 12, 2024
August 12, 2024	August 13, 2024	August 14, 2024	August 8, 2024	August 9, 2024
September 9, 2024	September 10, 2024	September 11, 2024	September 12, 2024	September 13, 2024

### THIRD

Monday	Tuesday	Wednesday	Thursday	Friday
October 16, 2023	October 17, 2023	October 18, 2023	October 19, 2023	October 20, 2023
November 20, 2023	November 21, 2023	November 15, 2023	November 16, 2023	November 17, 2023
December 18, 2023	December 19, 2023	December 20, 2023	December 21, 2023	December 15, 2023
January 15, 2024	January 16, 2024	January 17, 2024	January 18, 2024	January 19, 2024
February 19, 2024	February 20, 2024	February 21, 2024	February 15, 2024	February 16, 2024
March 18, 2024	March 19, 2024	March 20, 2024	March 21, 2024	March 15, 2024
April 15, 2024	April 16, 2024	April 17, 2024	April 18, 2024	April 19, 2024
May 20, 2024	May 21, 2024	May 15, 2024	May 16, 2024	May 17, 2024
June 17, 2024	June 18, 2024	June 19, 2024	June 20, 2024	June 21, 2024
July 15, 2024	July 16, 2024	July 17, 2024	July 18, 2024	July 19, 2024
August 19, 2024	August 20, 2024	August 21, 2024	August 15, 2024	August 16, 2024
September 16, 2024	September 17, 2024	September 18, 2024	September 19, 2024	September 20, 2024

### FOURTH

Monday	Tuesday	Wednesday	Thursday	Friday
October 23, 2023	October 24, 2023	October 25, 2023	October 26, 2023	October 27, 2023
November 27, 2023	November 28, 2023	November 22, 2023	November 23, 2023	November 24, 2023
December 25, 2023	December 26, 2023	December 27, 2023	December 28, 2023	December 22, 2023
January 22, 2024	January 23, 2024	January 24, 2024	January 25, 2024	January 26, 2024
February 26, 2024	February 27, 2024	February 28, 2024	February 22, 2024	February 23, 2024
March 25, 2024	March 26, 2024	March 27, 2024	March 28, 2024	March 22, 2024
April 22, 2024	April 23, 2024	April 24, 2024	April 25, 2024	April 26, 2024
May 27, 2024	May 28, 2024	May 22, 2024	May 23, 2024	May 24, 2024
June 24, 2024	June 25, 2024	June 26, 2024	June 27, 2024	June 28, 2024
July 22, 2024	July 23, 2024	July 24, 2024	July 25, 2024	July 26, 2024
August 26, 2024	August 27, 2024	August 28, 2024	August 22, 2024	August 23, 2024
September 23, 2024	September 24, 2024	September 25, 2024	September 26, 2024	September 27, 2024



# EXHIBIT 5





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 Friday, Friday, August 4, 2023 at 10 a.m. at Solterra Resort  
6 Clubhouse, 5200 Solterra Boulevard, Davenport, Florida 33837.

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

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

9 Present and constituting a quorum were:

10	Karan Wienker (S1)	Board Supervisor, Chairwoman
11	Ariane Casanova (S5)	Board Supervisor, Vice Chairwoman
12	Sharon Harley (S2) ( <i>joined in progress</i> )	Board Supervisor, Assistant Secretary
13	Connie Osner (S3)	Board Supervisor, Assistant Secretary
14	Bobby Voisard (S4)	Board Supervisor, Assistant Secretary

15 Also present were:

16	Kyle Darin	District Manager, Vesta District Services
17	Meredith Hammock	District Counsel, Kilinski Van Wyk
18	Jayne Biggs	Amenity Manger, Vesta
19	Dan Fagen	Director of Amenity Operations, Vesta
20	Lea Stokes ( <i>via Teams</i> )	Senior Vice President, Vesta
21	Richard Losco	Regional Food and Beverage Director, Vesta
22	Niyala Harrison ( <i>via Teams</i> )	Bond Counsel, GT Law
23	Dana Bryant	Yellowstone Landscape
24	Devon Ostir	Property Owner

25 *The following is a summary of the actions taken at the August 4, 2023 Solterra Resort CDD Board*  
26 *of Supervisors Regular Meeting.*

27 **SECOND ORDER OF BUSINESS – Audience Comments – Agenda Items and New Business**

28 Mr. Darin read the Public Comments Policy from the Agenda. A comment was heard  
29 regarding the height regulations for the water slide.

30 **THIRD ORDER OF BUSINESS – Bond Series 2013 Refinancing – FMS Bonds**

31 A. Exhibit 1: Consideration and Acceptance of FMS Bonds Agreement for Placement  
32 Agent Services and G-17 Disclosure

33 This item was procedural to close the bond refinance presented and discussed at the  
34 previous meeting.

35 On a MOTION by Ms. Osner, SECONDED by Ms. Wienker, with ALL IN FAVOR, the Board  
36 accepted the FMS Bonds Agreement for Placement Agent Services and G-17 Disclosure, for the  
37 Solterra Resort Community Development District.

38 B. Exhibit 2: Consideration and Adoption of Resolution 2023-12, Delegated Award  
39 Resolution

- 40 • Exhibit A – Trust Indenture
- 41 • Exhibit B – Escrow Deposit Agreement

42 The acceptance of the 2013 Bond refinancing will reduce the annual debt service  
43 portion of the assessment for residents in Assessment Area One. The other bonds  
44 will be up for refinancing in the next few years.

45 On a MOTION by Ms. Osner, SECONDED by Ms. Wienker, with ALL IN FAVOR, the Board  
46 adopted Resolution 2023-12 Delegated Award Resolution, for the Solterra Resort Community  
47 Development District.

48 C. Exhibit 3: Consideration and Acceptance of Series 2023 Bonds Supplemental  
49 Special Assessment Methodology Report, Dated August 4, 2023

50 On a MOTION by Ms. Wienker, SECONDED by Ms. Osner, with ALL IN FAVOR, the Board  
51 accepted the Series 2023 Bonds Supplemental Special Assessment Methodology Report, Dated  
52 August 4, 2023, for the Solterra Resort Community Development District.

53 D. Exhibit 4: Consideration and Adoption of Resolution 2023-13, Authorizing  
54 Refinancing of Series 2013 Bonds

55 On a MOTION by Ms. Casanova, SECONDED by Ms. Wienker, with ALL IN FAVOR, the Board  
56 adopted Resolution 2023-13, Authorizing Refinancing of Series 2013 Bonds, for the Solterra  
57 Resort Community Development District.

58 **FOURTH ORDER OF BUSINESS – Amended Amenity Policy and Rules Adoption**

59 A. Amended Amenity Policy and Rules Public Hearing

60 1. Open Public Hearing

61 On a MOTION by Mr. Voisard, SECONDED by Ms. Harley, with ALL IN FAVOR, the Board  
62 approved opening the Amended Amenity Policy and Rules Public Hearing, for the Solterra Resort  
63 Community Development District.

64 2. Exhibit 5: Presentation of Amended Amenity Policy and Rules

65 The amendment provides for the collection of fees for cabana rentals,  
66 resort fee for visiting guests under short-term rentals.

67 Ms. Hammock defined the term patron as encompassing residents, non-  
68 resident patrons, and renters with a lease of one year or longer. Non-  
69 resident patrons are individuals who do not live or own property within the  
70 community, but have paid the annual user fee, which is the equivalent of  
71 the average O&M assessment for the fiscal year. This access for non-



72 resident patrons is written into the amenity policy because the facilities  
73 were built with public funds.

74 Only guests of short-term rental units will be subject to the amenity fee  
75 and permitted to use the amenities after payment. Non-residents who are  
76 not renting a short-term rental unit are required to pay the annual user fee  
77 as a non-resident patron if they wish to use the District's amenities. Short-  
78 term rental guests will have the option of not paying the amenity fee and  
79 not using the amenities. The amenity fee will be applied on the first day  
80 of amenity use and will be valid only for the duration of the guests stay.  
81 Former guests may not use the District's recreational facilities once their  
82 short-term lease ends.

83 Property managers were advised to notify their clients of the fee so it's  
84 known to guests prior to check-in.

85 Mr. Darin clarified that Vesta is not collecting any fees, all funds are  
86 deposited directly into the District's account.

87 Ms. Osner requested the Board consider adding the amenity fee to all  
88 short-term rentals at a future time. She was concerned that people would  
89 not pay the fee but still attempt to use the amenities. Amenities were  
90 defined as including all common areas, and recreational facilities, not just  
91 the pool and lazy river. Staff will spot check the use of all recreational  
92 facilities to confirm users are authorized. Ms. Osner requested the  
93 definition of amenities be disseminated to all residents and guests.

94 Ms. Wienker shared the position of a couple of property owners who  
95 considered the amenity fee would be detrimental to their ability to be rent  
96 their properties at a competitive price.

97 The Board discussed the number of people who would be granted access  
98 per each amenity fee charged. Staff were directed to establish a pricing  
99 range in line with occupancy stated on the reservation.

100 Guests of homeowners are required to be accompanied by the homeowner  
101 in order to use the amenities. If the homeowner is not present, the guests  
102 will be subject to the amenity fee.

103 Households are subject to suspension of privileges if there is unauthorized  
104 use of any amenity pass.

105 3. Public Comments (*See Public Conduct Notice Above [on Agenda]*)

106 Comments were heard on options of having owners paying on behalf of  
107 guests, and the number of guests per household.

108 4. Close Public Hearing

109 On a MOTION by Ms. Wienker, SECONDED by Mr. Voisard, with ALL IN FAVOR, the Board  
110 approved closing the Amended Amenity Policy and Rules Public Hearing, for the Solterra Resort  
111 Community Development District.

112 B. Exhibit 6: Consideration and Adoption of Resolution 2023-14, Adopting  
113 Amended Amenity Policy and Rules

114 On a MOTION by Mr. Voisard, SECONDED by Ms. Wienker, with ALL IN FAVOR, the Board  
115 adopted Resolution 2023-14, Adopting Amended Amenity Policy and Rules, for the Solterra  
116 Resort Community Development District.

117 All transactions will be between the short-term guests and the amenity  
118 center.

119 The Amenity Fee will be implemented on September 1, 2023.

120 District Counsel will update additional rates and policies related to  
121 resident family guests in excess of four people and another public hearing  
122 will be scheduled.

123 It was clarified that advanced bookings collecting the amenity fee may be  
124 subject to State and County taxes, which the business owner would be  
125 responsible for. Taxes on direct transactions between short-term renters  
126 and the amenity center would be handled by the District's accounting  
127 team.

128 **FIFTH ORDER OF BUSINESS – FY 2023-2024 Budget Adoption**

129 A. FY 2023-2024 Budget Public Hearing

130 1. Open Public Hearing

131 On a MOTION by Ms. Osner, SECONDED by Mr. Voisard, with ALL IN FAVOR, the Board  
132 approved opening the Budget Public Hearing, for the Solterra Resort Community Development  
133 District.

134 2. Exhibit 7: Presentation of FY 2023-2024 Budget

135 3. Public Comments (*See Public Conduct Notice Above [on Agenda]*)

136 There being none, the next item followed.

137 4. Close Public Hearing

138 On a MOTION by Ms. Casanova, SECONDED by Mr. Voisard, with ALL IN FAVOR, the Board  
139 approved closing the Budget Public Hearing, for the Solterra Resort Community Development  
140 District.

141 B. Exhibit 8: Consideration and Adoption of Resolution 2023-15, Adopting FY  
142 2023-2024 Budget

143 On a MOTION by Ms. Wienker, SECONDED by Ms. Harley, with ALL IN FAVOR, the Board  
144 adopted Resolution 2023-15, Adopting FY 2023-2024 Budget, for the Solterra Resort Community  
145 Development District.

146 C. FY 2023-2024 Assessment Public Hearing





147 1. Open Public Hearing

148 On a MOTION by Mr. Voisard, SECONDED by Ms. Casanova, with ALL IN FAVOR, the Board  
149 approved opening the Assessment Public Hearing, for the Solterra Resort Community  
150 Development District.

151 2. Exhibit 9: Presentation of FY 2023-2024 Assessment Allocation

152 3. Public Comments (*See Public Conduct Notice Above [on Agenda]*)

153 There being none, the next item followed.

154 4. Close Public Hearing

155 On a MOTION by Ms. Osner, SECONDED by Mr. Voisard, with ALL IN FAVOR, the Board  
156 approved closing the Assessment Public Hearing, for the Solterra Resort Community Development  
157 District.

158 D. Exhibit 10: Consideration and Adoption of Resolution 2023-16, Providing for the  
159 Collection and Enforcement of Special Assessments for FY 2023-2024

160 On a MOTION by Ms. Osner, SECONDED by Mr. Voisard, with ALL IN FAVOR, the Board  
161 adopted Resolution 2023-16, Providing for the Collection and Enforcement of Special  
162 Assessments for FY 2023-24, for the Solterra Resort Community Development District.

163 **SIXTH ORDER OF BUSINESS – Business Items**

164 A. Vendor Reports

165 1. Exhibit 11: Aquatic Maintenance – *Steadfast Environmental*

166 Trash was noted as still being present in ponds 18/19.

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

168 Mr. Bryant outlined suggestions for along the boulevard beyond the trash  
169 compactor to the second Oakmoss Loop entrance, with recommendations  
170 on plantings that can accommodate lack of irrigation and weather  
171 conditions. Fourteen islands were identified for installing groundcover at  
172 18” spacing. The proposed planting should reduce maintenance costs for  
173 the District due to reduced mowing, maintenance and pest control. Funds  
174 for this project were already allocated, Mr. Bryant asked for approval of  
175 the updated scope of work on the previously approved proposal.

176 The Board discussed advertising signs on district property. No permission  
177 has been given by the District for the placement of these signs on District  
178 property. Direction was given to Yellowstone to remove the signs.

179 On a MOTION by Ms. Wienker, SECONDED by Ms. Casanova, with ALL IN FAVOR, the Board  
180 approved the scope of work proposed by Yellowstone for the previously approved landscape  
181 replenishment along Solterra Blvd between the trash compactor and the second Oakmoss Loop  
182 entrance, for the Solterra Resort Community Development District.



183 Mr. Bryant presented an idea created with Ms. Biggs to resolve the  
184 landscape issue between the amenity center entrance and pool by installing  
185 a 20 x 50 pad for food trucks using recycled concrete. Budget constraints  
186 do not permit funding for the project during the current fiscal year.

187 On a MOTION by Mr. Voisard, SECONDED by Ms. Wienker, with ALL IN FAVOR (*Ms. Osner*  
188 *and Ms. Casanova were absent*), the Board approved Yellowstone proposal #337445 for the food  
189 truck pad at the amenity center in the amount of \$3,498.10, subject to work commencing in the  
190 new fiscal year and funding being available, for the Solterra Resort Community Development  
191 District.

192 3. HOA Management – *Evergreen Lifestyles Management*

193 There being no representative of the HOA management team present, the  
194 next item followed.

195 4. Exhibit 12: Amenity Manager – *Jayme Biggs, Vesta Property Services*

196 Ms. Biggs provided an update on the event calendar and website. She is  
197 reviewing all vendor invoices, obtaining credits for overcharging and  
198 working where possible on obtaining more reasonable pricing. The  
199 facilities and maintenance team has been on-site repairing electrical  
200 problems in-house which has saved the district about \$3,000, and  
201 addressing plumbing problems in the bathroom.

202 Ms. Biggs was thanked for the changes noted around the amenity center  
203 and the positive interactions with residents and guests.

204 A new database was provided by the previous Amenity Management  
205 Team. Ms. Biggs has worked with a number of IT departments to work on  
206 issues that still need to be resolved. She will be re-sending the latest  
207 communication via another account for the Solterra Resort Clubhouse to  
208 identify and possibly resolve some of the issues encountered with the  
209 existing communication app.

210 a. Exhibit 13: Consideration of Holiday Lighting Proposals

211 Ms. Biggs informed the Board of the power supply issues in some  
212 locations and that the Facilities & Maintenance team would install  
213 power receptacles in-house and the utility company would then  
214 supply power to the boxes.

215 i. Captain Carnival – *Previously Presented*

216 Equipment would be leased. Price includes setup and take  
217 down.

218 ii. Christmas Lighting Company – *Revised*

219 Equipment would be purchased. Storage, setup and take  
220 down is not included.

221 iii. Nightscape Illumination



222 Equipment would be leased. Price includes setup and take  
223 down.

224 iv. TPG Lighting

225 Equipment would be leased. Price includes setup and take  
226 down.

227 The Board discussed the pros and cons of leasing versus  
228 purchasing equipment.

229 Board directed holiday lighting to focus on primarily the  
230 CDD main entrance, secondarily the clubhouse and the  
231 resort area. Ms. Biggs will provide Villatel with the  
232 holiday lighting vendor information.

233 On a MOTION by Mr. Voisard, SECONDED by Ms. Osner, with ALL IN FAVOR, the Board  
234 approved the TPG Lighting proposal for holiday lighting in an amount not to exceed \$11,000, for  
235 the Solterra Resort Community Development District.

236 b. Exhibit 14: Consideration of Spies Pool Filter Tank Wall and  
237 Autofill Repair Proposal - \$1,325.00

238 On a MOTION by Mr. Voisard, SECONDED by Ms. Harley, with ALL IN FAVOR, the Board  
239 approved the Spies proposal to repair the pool filter tank wall and autofill in the amount of  
240 \$1,3250.00, pending removal of tax and renaming the client as Solterra Resort CDD, for the  
241 Solterra Resort Community Development District.

242 c. Exhibit 15: Consideration of Pressure Washing Proposals

243 It is anticipated that the sand sealing will last approximately two  
244 years.

245 i. Blue Nova Pressure Washing - Wash and Seal Pool and  
246 Lazy River Deck, Softwash Playground - \$31,430.00

247 ii. Buddys Pressure Washing and Roof Cleaning – Softwash  
248 and Sand Seal Pool and Lazy River Decks, Rinse Pool  
249 Furniture, Wash and Treat Playground - \$16,050.00

250 iii. The Pressure Guys – Pressure Wash and Mold Post-  
251 Treatment of Pool Deck and Softwash Playground  
252 Equipment - \$3,153.00

253 This proposal does not include sand sealing.

254 iv. Unashamed Pressure Washing – Clean and Sand Seal Pool  
255 and Lazy River Decks - \$24,877.50

256 v. Unashamed Pressure Washing – Softwash and Treat  
257 Playground Equipment - \$300.00



258 On a MOTION by Ms. Osner, SECONDED by Ms. Casanova, with ALL IN FAVOR, the Board  
259 approved Buddys Pressure Washing and Roof Cleaning Proposal to Softwash and Sand Seal Pool  
260 and Lazy River Decks, Rinse Pool Furniture, Wash and Treat Playground in an amount not to  
261 exceed \$15,750.00, pending the new fiscal year, for the Solterra Resort Community Development  
262 District.

263 d. Exhibit 16: Consideration of HVAC Maintenance Service  
264 Proposals

265 The maintenance service would be quarterly.

266 i. Pro-Tech

267 ii. Westbrook

268 Ms. Biggs noted that Westbrook has a parts warehouse and  
269 anticipated a quicker response time for addressing any  
270 repairs.

271 On a MOTION by Ms. Wienker, SECONDED by Mr. Voisard, with ALL IN FAVOR, the Board  
272 approved the Westbrook proposal for HVAC maintenance services subject to the CDD's form of  
273 agreement, for the Solterra Resort Community Development District.

274 e. Exhibit 17: Lifestyle Events Schedule Update

275 This item was addressed earlier in the Amenity Manager Report.  
276 The inflatable movie screen will be checked to make sure it is in  
277 working condition.

278 **SEVENTH ORDER OF BUSINESS – Consent Agenda**

279 A. Exhibit 18: Consideration and Approval of the Minutes of the Board of Supervisors  
280 Regular Meeting Held July 7, 2023

281 B. Exhibit 19: Consideration and Acceptance of the June 2023 Unaudited Financial  
282 Report

283 C. Exhibit 20: Consideration and Ratification of Approved Proposals

284 1. Spies Pool Ladder Step Repair - \$325.00

285 2. Spies Pool Recirculation Pump Replacement - \$1,445.00

286 On a MOTION by Ms. Osner, SECONDED by Ms. Harley, with ALL IN FAVOR, the Board  
287 approved the Consent Agenda – Items A-C – as presented, for the Solterra Resort Community  
288 Development District.

289 **EIGHTH ORDER OF BUSINESS – Staff Reports**

290 A. District Counsel – *Meredith Hammock, Kilinski Van Wyk*

291 1. Exhibit 21: Update on Shared Office Space Agreement



292 The original request by the HOA was to use one of the offices for HOA  
293 staff Monday through Friday 8 a.m. to 5 p.m.

294 The Board discussed the space available and the benefits of HOA  
295 managers being on-site. Use of the amenity center is currently being made  
296 available to the HOA when they complete their on-site visits.

297 Board consensus was to not pursue a shared office space agreement with  
298 the HOA Management team at this time.

299 Ms. Hammock advised the Board of the legislation that passed requiring  
300 Supervisors take four hours of ethics training every year, starting January 1, 2024.  
301 District Counsel will present those trainings at a workshop for which the Board  
302 can be compensated for their time.

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

304 There being nothing to report, the next item followed.

305 C. District Manager – *Kyle Darin, Vesta Property Services*

306 1. Update for Discussion on Café Lease Agreement

307 Mr. Darin has reached out to individuals and vendors regarding servicing  
308 the community. The logistical challenges of the location did not make  
309 operational sense for those contacted to pursue an agreement. Mr. Losco  
310 was introduced and discussed some options for food and beverage at the  
311 pool. He recommended the District obtain a liquor license. Ms. Hammock  
312 reminded the Board that any change to the revenue generation portion of  
313 the District's facilities should be reviewed by Bond Counsel to ensure  
314 compliance with the Bond terms.

315 Vesta will draft a sample agreement for food and beverage to be considered  
316 at the next meeting.

317 Mr. Losco noted the key focus would be to maintain the quality of food and  
318 reduce wait times. It was requested that Vesta include the benefits to the  
319 CDD for changing café vendors.

320 The Board discussed equipment ownership, having recently replaced some  
321 of the equipment with no cost benefit to the CDD.

322 2. Update for Discussion on Towing and Parking

323 Tow stickers are in use in partnership with the Security team and Bolton's  
324 Towing. Current grace period is twelve hours from the time the sticker is  
325 issued. The Board discussed the current towing policy and gave direction  
326 to staff to change the notice policy to five hours. The Board agreed to  
327 review the efficacy of the five-hour noticing at a future meeting.

328 Ms. Biggs noted two alligators had recently been removed under the FWC permit.

329 3. Discussion on Pool Service





330 The Amenity Management team will be ready to take on the daily service  
331 of the pools in-house in the near future, Mr. Darin requested the Board  
332 consider authorizing staff to terminate the pool service agreement with  
333 Power Pools when the transition to in-house maintenance is ready to go.  
334 The District would need to invest in a Hammerhead vacuum (approximately  
335 \$2,800.00) to vacuum all the pools, but that would become an asset of the  
336 District's.

337 On a MOTION by Ms. Voisard, SECONDED by Ms. Casanova, with ALL IN FAVOR, the Board  
338 authorized staff to terminate the Power Pools service agreement at a future date, for the Solterra  
339 Resort Community Development District.

340 **NINTH ORDER OF BUSINESS – Supervisors Requests** (*Includes Next Meeting Agenda Item*  
341 *Requests*)

342 During the Amenity Manager Report Ms. Casanova requested the up-lights at the trees be  
343 moved off the trees a couple of feet as they currently appear to be too close.

344 Ms. Casanova requested someone from Security to attend the meetings, and requested an  
345 update on the implementation of Proptia.

346 Ms. Osner requested a summary of Board decisions be distributed once the Amenity  
347 Center's communication app is functioning, specifically regarding the process once Proptia  
348 is implemented. The new security process will be phased in, it will not occur overnight.

349 Ms. Wienker requested proper training for residents be readily accessible online.

350 **TENTH ORDER OF BUSINESS – Action Item Summary** (*To Be E-mailed to Supervisors and*  
351 *Staff*)

- 352 • District Counsel – Update Amenity Policies rates
- 353 • Yellowstone - Review ponds for trash
- 354 • Vesta - Draft a sample agreement for food and beverage
- 355 • Amenity Management - Change parking notice towing to 5 hours after sticker time

356 **ELEVENTH ORDER OF BUSINESS – Next Meeting Quorum Check**

357 *Friday, September 1, 2023*  
358 *Solterra Resort Clubhouse*  
359 *5200 Solterra Boulevard, Davenport, FL 33837*

360 **TWELFTH ORDER OF BUSINESS – Adjournment**

361 On a MOTION by Mr. Voisard, SECONDED by Ms. Harley, WITH ALL IN FAVOR, the Board  
362 adjourned the meeting at 12:57 p.m., for the Solterra Resort Community Development District.

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



366 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly**  
367 **noticed meeting held on \_\_\_\_\_.**

368 \_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Printed Name**

369 **Title:**  **Secretary**  **Assistant Secretary**

**Title:**  **Chairman**  **Vice Chairman**



# EXHIBIT 6



# Solterra Resort Community Development District

Financial Statements  
(Unaudited)

Period Ending  
31-Jul-23



**Solterra Resort CDD**  
**Balance Sheet**  
**7/31/2023**

	<u>GF</u>	<u>DEBT SVC SERIES 2013</u>	<u>DEBT SVC SERIES 2014</u>	<u>DEBT SVC SERIES 2018</u>	<u>CAPITAL PROJECTS</u>	<u>TOTAL</u>
<b>1 ASSETS:</b>						
2						
3 CASH - Operating Account	\$ 2,140,872	\$ -	\$ -	\$ -	\$ 7	\$ 2,140,880
4 CASH - Debit Card	-	-	-	-	-	-
5 INVESTMENTS:						
6 REVENUE	-	305,903	171,699	302,216	-	779,818
7 RESERVE	-	346,791	129,372	310,411	-	786,574
8 INTEREST FUND	-	-	32	-	-	32
9 PREPAYMENT FUND	-	-	-	0	-	0
10 SINKING FUND	-	-	6	-	-	6
12 2013 ACQ./CONSTRUCTION	-	2,693	-	-	6,761	9,454
13 2014 ACQ./CONSTRUCTION	-	-	1,005	-	2,522	3,527
14 2018 ACQ./CONSTRUCTION	-	-	-	1,212	6,235	7,447
15 PHASE 2B	-	-	-	-	42,157	42,157
16 ACCOUNTS RECEIVABLE	-	-	-	-	-	-
17 ASSESSEMENTS RECEIVABLE-ON ROLL	-	-	-	-	-	-
18 ALLOWANCE FOR DOUBTFUL ACCOUNTS	(0)	-	-	-	-	(0)
19 RECEIVABLE-OFF ROLL (Pk. Square)	-	-	-	-	-	-
20 DEPOSITS -UTILITIES	3,530	-	-	-	-	3,530
21 PREPAID ITEMS	46,246	-	-	-	-	46,246
22 DUE FROM GEN FUND	-	46,074	25,782	61,626	-	133,483
<b>23 TOTAL ASSETS</b>	<b>\$ 2,190,648</b>	<b>\$ 701,461</b>	<b>\$ 327,895</b>	<b>\$ 675,466</b>	<b>\$ 57,683</b>	<b>\$ 3,953,153</b>
24						
25						
<b>26 LIABILITIES:</b>						
27						
28 ACCOUNTS PAYABLE	\$ 59,443	\$ -	\$ -	\$ -	\$ -	\$ 59,443
29 DUE TO DEVELOPER	-	-	-	-	-	-
30 DUE TO OTHER FUNDS	174	-	-	-	-	174
31 ACCRUED EXPENSES	-	-	-	-	-	-
32 MATURED BONDS PAYABLE	-	-	-	-	-	-
33 DEFERRED REVENUE (ON ROLL )	-	-	-	-	-	-
34 DEFERRED REVENUE (OFF ROLL )	-	-	-	-	-	-
35	-	-	-	-	-	-
<b>36 FUND BALANCE:</b>						
37						
38 NONSPENDABLE:						
39 PREPAID AND DEPOSITS	49,776	-	-	-	-	49,776
40 RESTRICTED FOR:						
41 DEBT SERVICE	-	701,461	327,895	675,466	-	1,704,822
42 CAPITAL PROJECTS	-	-	-	-	57,683	57,683
43 ASSIGNED:	-	-	-	-	-	-
44 UNASSIGNED:	2,081,256	-	-	-	-	2,081,256
45	-	-	-	-	-	-
<b>46 TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>\$ 2,190,648</b>	<b>\$ 701,461</b>	<b>\$ 327,895</b>	<b>\$ 675,466</b>	<b>\$ 57,683</b>	<b>\$ 3,953,153</b>





**Solterra Resort CDD**  
**General Fund**  
**Statement of Revenue, Expenditures And Changes in Fund Balance**  
**For The Period Starting October 1, 2022 and Ending July 31, 2023**

	FY2023 ADOPTED BUDGET	CURRENT MONTH	YEAR TO DATE	VARIANCE	% OF BUDGET
1	<b>REVENUE</b>				
2	\$ 2,851,513	371	2,909,659	58,146	102%
4	21,000	-	10,800	(10,200)	51%
5	-	420	2,516	-	0%
6	-	-	-	-	0%
7	-	-	-	-	0%
6	<b>2,872,513</b>	<b>791</b>	<b>2,922,974</b>	<b>47,946</b>	<b>102%</b>
7					
8	<b>EXPENDITURES</b>				
9					
10	<b>GENERAL ADMINISTRATIVE:</b>				
11	12,000	800	4,600	(7,400)	38%
12	43,760	-	36,467	(7,293)	83%
13	1,500	-	1,377	(123)	92%
14	1,500	606	1,400	(100)	93%
15	500	-	-	(500)	0%
16	250	-	175	(75)	70%
17	3,000	-	2,800	(200)	93%
18	10,000	-	6,570	(3,430)	66%
19	25,000	7,668	65,443	40,443	262%
20	25,000	-	668	(24,332)	3%
21	2,015	-	1,635	(380)	81%
22	-	-	2,953	2,953	100%
23	<b>124,525</b>	<b>9,074</b>	<b>124,087</b>	<b>(438)</b>	<b>100%</b>
24					
25	<b>INSURANCE:</b>				
26	36,880	-	34,830	(2,050)	94%
27	<b>36,880</b>	<b>-</b>	<b>34,830</b>	<b>(2,050)</b>	<b>94%</b>
28					
29	<b>DEBT SERVICE ADMINISTRATION:</b>				
30	750	-	650	(100)	87%
31	-	-	-	-	0%
32	4,800	-	4,800	-	100%
33	17,000	-	18,337	1,337	108%
34	<b>22,550</b>	<b>-</b>	<b>23,787</b>	<b>1,237</b>	<b>105%</b>
35					
36	<b>UTILITIES:</b>				
37	277,908	22,726	214,683	(63,225)	77%
38	75,000	-	43,294	(31,706)	58%
39	99,730	14,283	130,712	30,982	131%
42	<b>452,638</b>	<b>37,008</b>	<b>388,689</b>	<b>(63,949)</b>	<b>86%</b>
43					
44	<b>SECURITY:</b>				
45	31,200	-	52,518	21,318	168%
46	2,400	-	18,622	16,222	776%
47	5,500	-	-	(5,500)	0%
48	8,500	308	1,632	(6,868)	19%
49	350,000	-	165,501	(184,499)	47%
50	42,000	915	12,965	(29,035)	31%
51	10,000	2,511	15,204	5,204	152%
52	5,100	1,045	8,260	3,160	162%
53	<b>454,700</b>	<b>4,779</b>	<b>274,703</b>	<b>(179,997)</b>	<b>60%</b>
54					
55	<b>CLUBHOUSE/AMENITY ADMINISTRATION:</b>				
56	50,000	-	19,050	(30,950)	38%
60	550,000	-	130,741	(419,259)	24%
61	45,000	11,398	86,214	41,214	192%
62	20,000	255	7,240	(12,760)	36%
63	60,000	5,403	30,737	(29,263)	51%
64	500	-	-	(500)	0%
65	13,200	-	2,512	(10,688)	19%
66	7,000	-	414	(6,586)	6%
67	750	-	-	(750)	0%
68	12,514	388	4,493	(8,021)	36%
69	<b>758,964</b>	<b>17,444</b>	<b>281,402</b>	<b>(477,562)</b>	<b>37%</b>
70					
71	<b>LANDSCAPE/PROPERTY MAINTENANCE:</b>				
72	53,800	2,393	23,930	(29,870)	44%
73	194,400	16,166	148,713	(45,687)	76%
74	116,667	-	68,740	(47,927)	59%
75	20,000	-	5,569	(14,431)	28%
76	25,000	-	-	(25,000)	0%
77	122,000	-	-	(122,000)	0%
78	10,000	-	8,363	(1,637)	84%
79	<b>541,867</b>	<b>18,559</b>	<b>255,316</b>	<b>(286,551)</b>	<b>47%</b>
80					
81	<b>FACILITY MAINTENANCE:</b>				

**Solterra Resort CDD**  
**General Fund**  
**Statement of Revenue, Expenditures And Changes in Fund Balance**  
**For The Period Starting October 1, 2022 and Ending July 31, 2023**

	FY2023 ADOPTED BUDGET	CURRENT MONTH	YEAR TO DATE	VARIANCE	% OF BUDGET
82 POOL & LAZY RIVER REPAIR & MAINTENANCE	78,000	15,895	106,726	28,726	137%
83 POOL PERMIT	850	-	701	(149)	82%
84 SLIDE MAINTENANCE CONTRACT	2,500	-	-	(2,500)	0%
85 SIGNAGE	2,000	339	10,432	8,432	522%
86 ATHLETIC FACILITIES MAINT. & FITNESS EQUIP REPAIR	10,000	-	5,765	(4,235)	58%
87 REFUSE DUMPSTER SERVICE	70,000	4,158	51,306	(18,694)	73%
88 MISCELLANEOUS -INCLUDES PRESSURE WASHING	15,000	1,750	3,219	(11,781)	21%
89 CONTINGENCY	6,000	1,454	6,621	621	110%
90 TOTAL FACILITY MAINTENANCE	<u>184,350</u>	<u>23,596</u>	<u>184,770</u>	<u>420</u>	<u>100%</u>
91					
92 CAPITAL IMPROVEMENTS					
93					
94 CAPITAL IMPROVEMENT	196,039	-	64,427	(131,612)	33%
95 INCREASE FOR OPERATING CAPITAL RESERVE	100,000	-	-	(100,000)	0%
96 TOTAL CAPITAL IMPROVEMENTS	<u>296,039</u>	<u>-</u>	<u>64,427</u>	<u>(231,612)</u>	<u>22%</u>
97					
98					
99 TOTAL EXPENDITURES	<u>2,872,513</u>	<u>110,461</u>	<u>1,632,010</u>	<u>(1,240,503)</u>	<u>57%</u>
100					
101 EXCESS REVENUE OVER (UNDER) EXPENDITURES	-	(109,670)	1,290,964	(1,192,558)	
102					
103 OTHER FINANCING SOURCES (USES)					
104					
105 INTERFUND TRANSFER-OUT	-	-	-	-	
106 PRIOR YEAR ADJUSTMENT	-	2,100	2,100	-	
107 TOTAL OTHER FINANCING SOURCES (USES)	<u>-</u>	<u>2,100</u>	<u>2,100</u>	<u>-</u>	
108 NET CHANGE IN FUND BALANCE			1,293,064		
109					
110 FUND BALANCE - BEGINNING			837,967		
111					
112 FUND BALANCE - ENDING			<u>2,131,032</u>		



**Solterra Resort CDD**  
**DS Series 2013**  
**Statement of Revenue, Expenditures And Changes in Fund Balance**  
**For The Period Starting October 1, 2022 and Ending July 31, 2023**

	FY 2023 ADOPTED BUDGET	CURRENT MONTH	YEAR TO DATE	VARIANCE	% OF BUDGET
1 <b>REVENUE</b>					
2					
3 ASSESSMENTS ON-ROLL (Net )	\$ 462,388	\$ 60	\$ 471,817	\$ 9,429	102%
4 ASSESSMENTS OFF-ROLL	-	-	-	-	0%
5 INTEREST - INVESTMENT	-	2,505	16,668	16,668	100%
6 DISCOUNTS	-	-	-	-	0%
7 <b>TOTAL REVENUE</b>	<b>462,388</b>	<b>2,566</b>	<b>488,485</b>	<b>26,097</b>	<b>106%</b>
8					
9 <b>EXPENDITURES</b>					
10 COUNTY ASSESSMENT TAX COLLECTION FEES	-	-	-	-	
11 INTEREST EXPENSE	179,444	-	182,531	3,087	102%
12 INTEREST EXPENSE	179,444	-	179,444	(0)	100%
13 PRINCIPAL	100,000	-	95,000	(5,000)	95%
14 <b>TOTAL EXPENDITURES</b>	<b>458,888</b>	<b>-</b>	<b>456,975</b>	<b>(1,913)</b>	<b>100%</b>
15					
16 <b>EXCESS REVENUE OVER (UNDER) EXPENDITURES</b>	3,500	2,566	31,510	28,944	
17					
18 <b>OTHER FINANCING SOURCES (USES)</b>					
19 INTERFUND TRANSFER-IN	-	-	-	-	
20 INTERFUND TRANSFER-OUT	-	-	(7,971)	7,971	
21 <b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>(7,971)</b>	<b>7,971</b>	
22					
23 <b>NET CHANGE IN FUND BALANCE</b>	<b>-</b>	<b>2,566</b>	<b>23,539</b>	<b>20,973</b>	
24					
25 FUND BALANCE - BEGINNING			677,922		
26					
27 <b>FUND BALANCE - ENDING</b>			<b>\$ 701,461</b>		



**Solterra Resort CDD**  
**DS Series 2014**  
**Statement of Revenue, Expenditures And Changes in Fund Balance**  
**For The Period Starting October 1, 2022 and Ending July 31, 2023**

	FY 2023 ADOPTED BUDGET	CURRENT MONTH	YEAR-TO DATE	VARIANCE	% OF BUDGET
1 <b>REVENUE</b>					
2					
3 ASSESSMENTS ON-ROLL (Net)	\$ 258,744	\$ 34	\$ 264,020	\$ 5,276	102%
4 ASSESSMENTS OFF-ROLL	-	-	-	-	0%
5 INTEREST - INVESTMENT	-	1,155	7,094	7,094	100%
6 <b>TOTAL REVENUE</b>	<b>258,744</b>	<b>1,189</b>	<b>271,114</b>	<b>12,370</b>	<b>105%</b>
7					
8 <b>EXPENDITURES</b>					
9 COUNTY ASSESSMENT COLLECTIONS	-	-	-	-	
10 INTEREST EXPENSE	86,697	-	88,697	2,000	102%
11 INTEREST EXPENSE	86,697	-	86,697	(0)	100%
12 PRINCIPAL EXPENSE	85,000	-	80,000	(5,000)	94%
13 <b>TOTAL EXPENDITURES</b>	<b>258,394</b>	<b>-</b>	<b>255,394</b>	<b>(3,000)</b>	<b>99%</b>
14					
15 <b>EXCESS REVENUE OVER (UNDER) EXPENDITURES</b>	<b>350</b>	<b>1,189</b>	<b>15,721</b>	<b>14,532</b>	
16					
17 <b>OTHER FINANCING SOURCES (USES)</b>					
18 INTERFUND TRANSFER-IN	-	-	-	-	
19 INTERFUND TRANSFER-OUT	-	-	(2,974)	(2,974)	
20 <b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>(2,974)</b>	<b>(2,974)</b>	
21					
22 <b>NET CHANGE IN FUND BALANCE</b>	<b>350</b>	<b>1,189</b>	<b>12,747</b>		
23					
24 FUND BALANCE - BEGINNING			315,148		
25 FUND BALANCE APPROPRIATED					
26 <b>FUND BALANCE - ENDING</b>			<b>\$ 327,895</b>		



**Solterra Resort CDD**  
**DS Series 2018**  
**Statement of Revenue, Expenditures And Changes in Fund Balance**  
**For The Period Starting October 1, 2022 and Ending July 31, 2023**

	FY 2023 ADOPTED BUDGET	CURRENT MONTH	YEAR TO DATE	VARIANCE	% OF BUDGET
1 <b>REVENUE</b>					
2					
3 ASSESSMENTS ON-ROLL (Net )	\$ 618,463	\$ 80	\$ 631,074	\$ 630,994	1.020391131
4 ASSESSMENTS OFF-ROLL	-	-	-	-	
5 INTEREST - INVESTMENT	-	1,189	16,921	15,732	100%
6 DISCOUNTS	-	-	-	-	
7 <b>TOTAL REVENUE</b>	<b>618,463</b>	<b>1,270</b>	<b>647,996</b>	<b>646,726</b>	<b>105%</b>
8					
9 <b>EXPENDITURES</b>					
10 COUNTY ASSESSMENT COLLECTIONS	-	-	-	-	
11 INTEREST EXPENSE	229,453	-	229,441	(12)	100%
12 INTEREST EXPENSE	226,253	-	229,441	(229,441)	101%
13 PRINCIPAL	160,000	-	160,000	-	100%
14 <b>TOTAL EXPENDITURES</b>	<b>615,706</b>	<b>-</b>	<b>618,881</b>	<b>(229,453)</b>	<b>101%</b>
15					
16 <b>EXCESS REVENUE OVER (UNDER) EXPENDITURES</b>	2,757	1,270	29,114	27,845	
17					
18 <b>OTHER FINANCING SOURCES (USES)</b>					
19 INTERFUND TRANSFER-IN	-	-	-	-	
20 INTERFUND TRANSFER-OUT	-	-	(162,508)	162,508	
21 <b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>(162,508)</b>	<b>162,508</b>	
22					
23 <b>NET CHANGE IN FUND BALANCE</b>	<b>-</b>	<b>1,270</b>	<b>(133,394)</b>	<b>(134,663)</b>	
24					
25 FUND BALANCE - BEGINNING			808,860		
26					
27 <b>FUND BALANCE - ENDING</b>			<b>\$ 675,466</b>		





**Solterra Resort CDD**  
**Construction Fund 2013**  
**Statement of Revenue, Expenditures And Changes in Fund Balance**  
**For The Period Starting October 1, 2022 and Ending July 31, 2023**

	<u>ACTUAL</u> <u>YEAR-TO-DATE</u>
1 <b>REVENUE</b>	
2 BOND PROCEEDS	\$ -
3 INTEREST-INVESTMENT	187
4 <b>TOTAL REVENUE</b>	<u>187</u>
5	
6 <b>EXPENDITURES</b>	
7 CONSTRUCTION-IN-PROGRESS	16,546
8	-
9 <b>TOTAL EXPENDITURES</b>	<u>16,546</u>
10	
11 <b>EXCESS REVENUE OVER (UNDER) EXPENDITURES</b>	<b>(16,360)</b>
12	
13 <b>OTHER FINANCING SOURCES (USES)</b>	
14 BOND PROCEEDS	-
15 INTERFUND TRANSFER-IN	7,971
16 INTERFUND TRANSFER-OUT	-
17 <b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u>7,971</u>
18	
19 <b>NET CHANGE IN FUND BALANCE</b>	<b>(8,389)</b>
20	
21 FUND BALANCE - BEGINNING	15,150
22	
23 <b>FUND BALANCE - ENDING</b>	<u><u>\$ 6,761</u></u>



**Solterra Resort CDD**  
**Construction Fund 2014**  
**Statement of Revenue, Expenditures And Changes in Fund Balance**  
**For The Period Starting October 1, 2022 and Ending July 31, 2023**

	<b>ACTUAL YEAR-TO-DATE</b>
<b>1 REVENUE</b>	
2 BOND PROCEEDS	\$ -
3 INTEREST-INVESTMENT	70
<b>4 TOTAL REVENUE</b>	<b>70</b>
5	
<b>6 EXPENDITURES</b>	
7 CONSTRUCTION-IN-PROGRESS	6,173
8	-
<b>9 TOTAL EXPENDITURES</b>	<b>6,173</b>
10	
<b>11 EXCESS REVENUE OVER (UNDER) EXPENDITURES</b>	<b>(6,103)</b>
12	
<b>13 OTHER FINANCING SOURCES (USES)</b>	
14 BOND PROCEEDS	-
15 INTERFUND TRANSFER-IN	2,974
16 INTERFUND TRANSFER-OUT	-
<b>17 TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>2,974</b>
18	
<b>19 NET CHANGE IN FUND BALANCE</b>	<b>(3,130)</b>
20	
21 FUND BALANCE - BEGINNING	5,652
22	
<b>23 FUND BALANCE - ENDING</b>	<b>\$ 2,522</b>



**Solterra Resort CDD**  
**Construction Fund 2018**  
**Statement of Revenue, Expenditures And Changes in Fund Balance**  
**For The Period Starting October 1, 2022 and Ending July 31, 2023**

	<b>ACTUAL YEAR-TO-DATE</b>
<b>1 REVENUE</b>	
2 BOND PROCEEDS	\$ -
3 INTEREST-INVESTMENT	115
<b>4 TOTAL REVENUE</b>	<b>115</b>
5	
<b>6 EXPENDITURES</b>	
7 CONSTRUCTION-IN-PROGRESS	158,339
8	-
<b>9 TOTAL EXPENDITURES</b>	<b>158,339</b>
10	
<b>11 EXCESS REVENUE OVER (UNDER) EXPENDITURES</b>	<b>(158,224)</b>
12	
<b>13 OTHER FINANCING SOURCES (USES)</b>	
14 BOND PROCEEDS	-
15 INTERFUND TRANSFER-IN	162,508
16 INTERFUND TRANSFER-OUT	-
<b>17 TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>162,508</b>
18	
<b>19 NET CHANGE IN FUND BALANCE</b>	<b>4,284</b>
20	
21 FUND BALANCE - BEGINNING	1,951
22	
<b>23 FUND BALANCE - ENDING</b>	<b>\$ 6,235</b>



**Solterra Resort CDD**  
**Construction Fund 2018 Phase 2B**  
**Statement of Revenue, Expenditures And Changes in Fund Balance**  
**For The Period Starting October 1, 2022 and Ending July 31, 2023**

	<b>ACTUAL YEAR-TO-DATE</b>
<b>1 REVENUE</b>	
2 BOND PROCEEDS	\$ -
3 INTEREST-INVESTMENT	1,274
<b>4 TOTAL REVENUE</b>	<b>1,274</b>
5	
<b>6 EXPENDITURES</b>	
7 CONSTRUCTION-IN-PROGRESS	-
8	-
<b>9 TOTAL EXPENDITURES</b>	-
10	
<b>11 EXCESS REVENUE OVER (UNDER) EXPENDITURES</b>	<b>1,274</b>
12	
<b>13 OTHER FINANCING SOURCES (USES)</b>	
14 BOND PROCEEDS	-
15 INTERFUND TRANSFER-IN	-
16 INTERFUND TRANSFER-OUT	-
<b>17 TOTAL OTHER FINANCING SOURCES (USES)</b>	-
18	
<b>19 NET CHANGE IN FUND BALANCE</b>	<b>1,274</b>
20	
21 FUND BALANCE - BEGINNING	40,883
22	
<b>23 FUND BALANCE - ENDING</b>	<b>\$ 42,157</b>



**Solterra Resort CDD  
Cash Reconciliation (GF)  
7/31/2023**

	<u>BANK UNITED</u>
Balance Per Bank Statement	\$ 2,314,892.42
Plus: Deposits	\$ -
Less: Outstanding Checks	<u>(\$174,019.94)</u>
<b><i>Adjusted Bank Balance</i></b>	<b><u><u>\$ 2,140,872.48</u></u></b>

Beginning Bank Balance Per Books	\$ 2,363,212.96
Add: Cash Receipts	965.24
Less: Cash Disbursements	<u>(223,305.72)</u>
<b><i>Balance Per Books</i></b>	<b><u><u>\$ 2,140,872.48</u></u></b>









CHECK REGISTER  
FY 2023

Table with columns: DATE, CK NO., PAYEE, DESCRIPTION, DEPOSIT, DISBURSMT, BALANCE. Contains multiple rows of financial transactions including Spectrum Business, Cintas, ENVERA, and various utility payments. Summary rows are highlighted in yellow.









**CHECK REGISTER  
FY 2023**

DATE	CK NO.	PAYEE	DESCRIPTION	DEPOSIT	DISBURSMT	BALANCE
05/26/2023	0526CC3	Walmart	Amenity/Field CC - Need Backup		38.66	2,400,964.17
05/26/2023	0526CC4	Michaels Arts & Crafts	Amenity/Field CC - Need Backup		39.24	2,400,924.93
05/26/2023	0526CC5	TARGET	Amenity/Field CC - Need Backup		14.42	2,400,910.51
05/30/2023	ACH053023	DUKE ENERGY	7102 Oakmoss Loop Irrigation 04/06-05/04		30.79	2,400,879.72
05/30/2023	ACH053023	DUKE ENERGY	5426 Misty Oak Cr Pump 04/06-05/04		30.79	2,400,848.93
05/30/2023	ACH053023	DUKE ENERGY	7632 Oak Spring LN Irrigation 04/06-05/04		30.79	2,400,818.14
05/30/2023	ACH053023	DUKE ENERGY	4000 OAKMONT BLVD GATEHSE 04/06-05/04		71.95	2,400,746.19
05/30/2023	ACH053023	DUKE ENERGY	7524 Oak Spring Lane 4/8-5/4/23		30.79	2,400,715.40
05/30/2023	ACH053023	DUKE ENERGY	7310 Oakmoss Loop Irrigation 04/06-05/04		30.79	2,400,684.61
05/30/2023	ACH053023	DUKE ENERGY	0 Solterra Blvd Lite 04/07-05/05		1,354.62	2,399,329.99
05/30/2023	ACH053023	DUKE ENERGY	6022 Board Oak Dr Pump 04/06-05/04		30.79	2,399,299.20
05/30/2023	ACH053023	DUKE ENERGY	4000 OAKMONT BLVD 04/06-05/04		48.64	2,399,250.56
05/30/2023	0530CC1	Amazon.com	Amenity/Field CC - Need Backup		23.25	2,399,227.31
05/30/2023	0530CC2	Amazon.com	Amenity/Field CC - Need Backup		215.38	2,399,011.93
05/30/2023	0530CC3	Amazon.com	Amenity/Field CC - Need Backup		10.19	2,399,001.74
05/30/2023	0530CC4	Hobby-Lobby	Amenity/Field CC - Need Backup		37.92	2,398,963.82
05/30/2023	0530CC5	Amazon.com	Amenity/Field CC - Need Backup		17.98	2,398,945.84
05/30/2023	0530CC6	Amazon.com	Amenity/Field CC - Need Backup		55.25	2,398,890.59
05/31/2023	5180	Jonathan K Enterprises LLC	DUO Performance Clubhouse and Lifestyles May 10		750.00	2,398,140.59
05/31/2023	100365	BUSINESS OBSERVER	Invoice: 23-007519K (Reference: Legal Advertising. )		105.00	2,398,035.59
05/31/2023	100366	Cintas	Invoice: 4156894325 (Reference: Facility Cleaning Maintenance. )		452.04	2,397,583.55
05/31/2023	100367	POLK COUNTY UTILITIES	Invoice: 052223-5234 (Reference: Water Guardhouse. ) Invoice: 052223-9748 (Reference: Irrigati...		13,290.47	2,384,293.08
05/31/2023	100368	Power Pool Services, LLC	Invoice: 3022 (Reference: Pool and Lazy River R&M. )		120.00	2,384,173.08
05/31/2023	100369	SPIES POOL, LLC	Invoice: 400903 (Reference: Pool and Lazy River R&M. ) Invoice: 400786 (Reference: Pool and La...		2,166.40	2,382,006.68
05/31/2023	100370	YELLOWSTONE LANDSCAPE	Invoice: OS 533599 (Reference: Landscape Maintenance. )		787.69	2,381,219.00
05/31/2023	ACH053123	DUKE ENERGY	0 Oakmont Blvd Lite @ Pint tree TR 4/7 -5/05		4,653.99	2,376,565.00
05/31/2023				<b>52,633.82</b>	<b>336,527.54</b>	<b>2,376,565.00</b>
06/01/2023	100371	I-Deal Refuse Savings, Inc.	Invoice: 534805 (Reference: Solid Waste Disposal. )		300.00	2,376,265.00
06/01/2023	ACH060123	DUKE ENERGY	000 Oakmont Blvd LITE SOLTERRA PH2A-SL 04/13-05/10		1,112.53	2,375,152.47
06/01/2023			Deposit	2,100.00		2,377,252.47
06/01/2023	0601CC1	Home Depot	Amenity/Field CC - Need Backup		567.09	2,376,685.38
06/01/2023	0601CC2	Dollar General Store	Amenity/Field CC - Need Backup		5.35	2,376,680.03
06/02/2023	0602CC1	Walmart	Amenity/Field CC - Need Backup		27.28	2,376,652.75
06/05/2023	0605CC1	Walmart	Amenity/Field CC - Need Backup		60.18	2,376,592.57
06/07/2023	ACH060723	DUKE ENERGY	000 Solterra Blvd Lite 04/18-05/16		801.16	2,375,791.41
06/07/2023	0607CC1	Amazon.com	Amenity/Field CC - Need Backup		27.99	2,375,763.42
06/08/2023	ACH060823	DUKE ENERGY	000 Solterra Blvd Lite Solterra PH2C J 4/19-05/17/23		1,362.15	2,374,401.27
06/08/2023	0608CC1	Amazon.com	Amenity/Field CC - Need Backup		447.05	2,373,954.22
06/08/2023	0608CC2	Amazon.com	Amenity/Field CC - Need Backup		78.87	2,373,875.35
06/11/2023	ACH061123	Spectrum Business	Phone and Internet. 05/25 - 06/24/23 5200 Solterra Blvd		1,045.39	2,372,829.96
06/12/2023	5181	Ariane Casanova	BOS Meeting 6/2/23		200.00	2,372,629.96
06/12/2023	5182	Connie S. Osner	BOS Meeting 6/2/23		200.00	2,372,429.96
06/12/2023	5183	Karan L. Wlenker	BOS Meeting 6/2/23		200.00	2,372,229.96
06/12/2023	ACH061223	Spectrum Business	5/22/23 - 6/21/23 - 4000 Oaktree Drive CBHS Wifi NO BACKUP		109.98	2,372,119.98
06/12/2023	0612CC1	Amazon.com	Amenity/Field CC - Need Backup		24.75	2,372,095.23
06/12/2023	0612CC2	Walmart	Amenity/Field CC - Need Backup		218.81	2,371,876.42
06/12/2023	0612CC3	Amazon.com	Amenity/Field CC - Need Backup		71.96	2,371,804.46
06/12/2023	0612CC4	Amazon.com	Amenity/Field CC - Need Backup		22.23	2,371,782.23
06/12/2023	0612CC5	Amazon.com	Amenity/Field CC - Need Backup		39.10	2,371,743.13
06/12/2023	0612CC6	Amazon.com	Amenity/Field CC - Need Backup		41.93	2,371,701.20
06/12/2023	0612CC7	Amazon.com	Amenity/Field CC - Need Backup		39.87	2,371,661.33
06/12/2023	0612CC8	Amazon.com	Amenity/Field CC - Need Backup		109.06	2,371,552.27
06/13/2023	ACH061323	FLORIDA PUBLIC UTILITIES	Service 4/20/23-5/18/23		2,285.88	2,369,266.39
06/14/2023	100372	Cintas	Invoice: 4157453722 (Reference: Facility Cleaning Maintenance. ) Invoice: 4158161967 (Referenc...		1,005.83	2,368,260.56
06/14/2023	100373	DIBARTOLOMEO, McBEE, HARTLEY & BARNES PA	Invoice: 9093134 (Reference: Auditing Services. )		2,890.00	2,365,369.56
06/14/2023	100374	ENVERA	Invoice: 728433 (Reference: Sec-Gate Maintenance & Rep. )		2,510.67	2,362,858.89
06/14/2023	100375	EXERCISE SYSTEMS, INC.	Invoice: 051596 (Reference: Athletic Facilities & Fitness. )		227.00	2,362,631.89
06/14/2023	100376	I-Deal Refuse Savings, Inc.	Invoice: 533953 (Reference: Solid Waste Disposal. ) Invoice: 535671 (Reference: Solid Waste Di...		2,461.51	2,360,261.18
06/14/2023	100378	Power Pool Services, LLC	Invoice: 3038 (Reference: Pool Service-Contract. )		2,800.00	2,357,461.18
06/14/2023	100379	SPIES POOL, LLC	Invoice: 401300 (Reference: Pool and Lazy River R&M. ) Invoice: 401664 (Reference: Pool & Lazy...		3,875.40	2,353,585.78
06/14/2023	100380	Steadfast Environmental LLC	Invoice: SE-22393 (Reference: Pond and Wetland Maintenance. )		2,393.00	2,351,192.78
06/14/2023	100381	Amenity Services LLC	Invoice: 1944 (Reference: Facility Cleaning Maintenance. ) Invoice: 1945 (Reference: Facility ...		6,943.00	2,344,249.78
06/14/2023	100382	Captain Carnival LLC	Invoice: 16612 (Reference: Clubhouse and Lifestyle Supplies. )		800.00	2,343,449.78
06/14/2023	100383	METFITNESS LLC	Invoice: INV-4363 (Reference: Athletic Facilities Supplies. )		480.00	2,342,969.78
06/14/2023	100384	Skyline Janitorial, Paper & Supply, Inc.	Invoice: 65556 (Reference: Facility Maintenance Cleaning. ) Invoice: 65451 (Reference: Facilit...		756.01	2,342,213.77
06/14/2023	100385	KILINSKI IVAN WYK, PLLC	Invoice: 6839 (Reference: Legal Services. )		4,774.00	2,337,439.77
06/14/2023	100386	Klinger Electrical Services LLC	Invoice: 23052 (Reference: Capital Improvements. )		1,286.00	2,336,153.77
06/14/2023	100387	Kalina Brochowicz Fondo	Invoice: 3 - MAY 2023 (Reference: Clubhouse & Lifestyles Supplies. )		1,500.00	2,334,653.77
06/15/2023	100388	Skyline Janitorial, Paper & Supply, Inc.	Invoice: 65503 (Reference: Facility Cleaning Maintenance. )		313.36	2,334,340.41
06/15/2023	ACH061523	DUKE ENERGY	00000 Oakmont Blvd Lite Solterra Ph 2A-2 SL Utility. 04/26-05/24		485.91	2,333,854.50
06/15/2023	0615CC1	Amazon.com	Amenity/Field CC - Need Backup		23.02	2,333,831.48
06/16/2023	ACH061623	DUKE ENERGY	000 Oakmont Blvd Lite Solterra Ph2B SL Utility 4/27-5/25/23		968.76	2,332,862.72
06/16/2023	ACH061623	DUKE ENERGY	5300 Solterra Blvd Lift 04/26-5/24/23		226.14	2,332,636.58
06/16/2023	ACH061623	DUKE ENERGY	5290 Solterra Blvd Irrigation 04/26-05/24/23		30.79	2,332,605.79
06/16/2023		Polk County Tax Collector	Deposit - Assessment fees	30,799.35		2,363,405.14
06/16/2023	0616CC1	Dollar General Store	Amenity/Field CC - Need Backup		41.73	2,363,423.41
06/16/2023	0616CC2	Amazon.com	Amenity/Field CC - Need Backup		67.74	2,363,355.67
06/20/2023	2ACH062023	DUKE ENERGY	7900 Oak Reflection Loop Irrigation 4/26-5/25/23		36.29	2,363,319.38
06/20/2023	ACH062023	Spectrum Business	5200 Solterra Blvd AHMS 06/03/23-07/02/23		277.96	2,363,041.42
06/20/2023	ACH062023	DUKE ENERGY	5200 OAKMONT BLVD 04/27-05/25		8,885.71	2,354,155.71
06/20/2023	0620CC2	Hobby-Lobby	Amenity/Field CC - Need Backup		20.80	2,354,134.91
06/20/2023	0620CC3	Walmart	Amenity/Field CC - Need Backup		24.80	2,354,110.11
06/20/2023	0620CC4	Michaels Arts & Crafts	Amenity/Field CC - Need Backup		32.54	2,354,077.57
06/20/2023	0620CC5	Mailchimp	Mailchimp- Need back up		26.50	2,354,051.07
06/20/2023	0620CC1	Amazon.com	Amenity/Field CC - Need Backup		25.98	2,354,025.09
06/26/2023	ACH062623	DUKE ENERGY	00 Solterra Blvd LITE 05/02-06/01/23		1,047.16	2,352,977.93
06/29/2023	100389	I-Deal Refuse Savings, Inc.	Invoice: 559491 (Reference: Solid Waste Disposal. ) Invoice: 559495 (Reference: Solid Waste Di...		3,661.14	2,349,316.79
06/29/2023	100390	POLK COUNTY UTILITIES	Invoice: 062123-9748 (Reference: Reclaimed Water. ) Invoice: 062123-9750 (Reference: Reclaimed...		18,114.64	2,331,202.15
06/29/2023	100391	SPIES POOL, LLC	Invoice: 401947 (Reference: Pool and Lazy River R&M. ) Invoice: 402211 (Reference: Pool and La...		8,444.90	2,322,757.25
06/29/2023	100392	VESTA DISTRICT SERVICES	Invoice: 410789 (Reference: Website Set up & Administration. ) Invoice: 410915 (Reference: Dis...		4,753.15	2,318,004.10
06/29/2023	5193	Austin Theodorson	Security Patrol 3/10/23 8 hrs.		360.00	2,317,644.10
06/29/2023	5194	Bobby Townes	Security Patrol 3/18/23 12 hrs		540.00	2,317,104.10
06/29/2023	5195	Brian Turner	Security Patrol 3/10-8hrs,3/11-8hrs,3/24-12hrs,3/25-12hrs,3/31-10hrs = 60 hrs		2,250.00	2,314,854.10
06/29/2023	5196	David Deemer Jr.	Security Patrol 3/13/23 12 hrs.		540.00	2,314,314.10
06/29/2023	5197	Marco Hodges	Security Patrol 3/18/23 12 hrs.		540.00	2,313,774.10
06/29/2023	5198	Meghan Reveron	Security Patrol 3/25/23 12 hrs.		540.00	2,313,234.10
06/29/2023	5199	Miguel Hurtado	Security Patrol 3/11/23 8 hrs.		360.00	2,312,874.10
06/29/2023	5200	POLK COUNTY SHERIFF'S OFFICE	Agency Fees		504.00	2,312,370.10
06/29/2023	5201	Timothy Banks	Security Patrol 3/24/23 12 hrs.		540.00	2,311,830.10
06/29/2023	100393	Cintas	Invoice: 4158834517 (Reference: Facility Cleaning Maintenance. ) Invoice: 4159536524 (Referenc...		1,005.83	2,310,824.27
06/29/2023	100394	KIMLEY-HORN & ASSOCIATES, INC	Invoice: 25190080 (Reference: Capital Improvements. )		2,854.38	2,307,969.89
06/29/2023	100395	Power Pool Services, LLC	Invoice: 3043 (Reference: Pool and Lazy River R&M. )		240.00	2,307,729.89
06/29/2023	100396	STANTEC CONSULTING SERVICES, INC.	Invoice: 2090986 (Reference: District Engineer. )		507.50	2,307,222.39
06/29/2023	100397	YELLOWSTONE LANDSCAPE	Invoice: OS 533644 (Reference: Landscape Maintenance-Contract. ) Invoice: OS 548097 (Reference...		18,512.24	2,288,710.15
06/29/2023	100398	METFITNESS LLC	Invoice: INV-4398 (Reference: Athletic Facilities & Fitness. )		480.00	2,288,230.15
06/29/2023	100399	King Jackson Music LLC	Invoice: SR228023 (Reference: Social Activity and Movie License. ) Invoice: SR331023 (Referenc...		700.00	2,287,530.15
06/29/2023	100400	Skyline Janitorial, Paper & Supply, Inc.	Invoice: 65660 (Reference: Facility Cleaning Maintenance. ) Invoice: 65753 (Reference: Facilit...		849.46	2,286,680.69
06/29/2023	100401	Klinger Electrical Services LLC	Invoice: 23058 (Reference: Capital Improvements. )		354.00	2,286,326.69
06/29/2023	100402	VESTA DISTRICT SERVICES	Invoice: 411142 (Reference: District Management Field Operations. )		4,480.00	2,281,846.69
06/29/2023	100403	FTI Florida Training & Investigations	Invoice: 23204026 (Reference: Security Guardhouse Staffing. )		38,450.00	2,243,396.69
06/29/2023		Polk County Tax Collector	Deposit - Assessment fees	120,004.56		2,363,401.25
06/29/2023	ACH062923	DUKE ENERGY	4000 OAKMONT BLVD GATEHSE 05/05-06/06		136.00	2,363,265.25
06/29/2023	062923ACH1	DUKE ENERGY	4000 OAKMONT BLVD 05/05-06/06		52.29	2,363,212.96
06/30/2023				<b>152,903.91</b>	<b>166,255.95</b>	<b>2,363,212.96</b>
07/03/2023	100404	Kalina Brochowicz Fondo	Invoice: 4 - JUNE 2023 (Reference: DJ Services. )		2,400.00	2,360,812.96
07/03/2023	ACH070323	DUKE ENERGY	0 Oakmont Blvd Lite @ Pint tree TR 5/6 -6/07		4,654.10	2,356,158.86



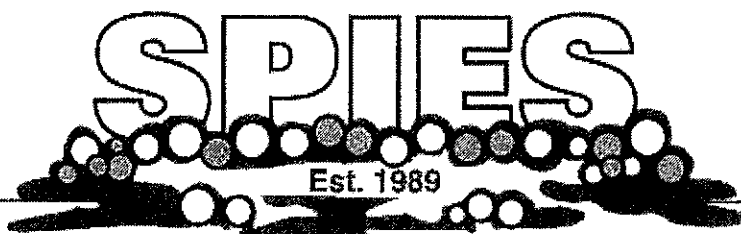
**CHECK REGISTER  
FY 2023**

DATE	CK NO.	PAYEE	DESCRIPTION	DEPOSIT	DISBURSMT	BALANCE
07/03/2023	0703ACH1	DUKE ENERGY	7102 Oakmoss Loop Irrigation 5/5/23 - 6/6/23		30.79	2,356,128.07
07/03/2023	0703ACH2	DUKE ENERGY	6022 Board Oak Dr Pump 05/05/23 - 6/06/23		30.79	2,356,097.28
07/03/2023	0703ACH3	DUKE ENERGY	0 Solterra Blvd Lite 5/06/23 - 6/07/23		1,354.65	2,354,742.63
07/03/2023	0703ACH5	DUKE ENERGY	5456 Misty Oak Cr Pump 05/05/23 - 06/06/23		30.79	2,354,711.84
07/03/2023	0703ACH07	DUKE ENERGY	7632 Oak Spring Ln Irrigation 05/05/23 - 06/06/23		30.79	2,354,681.05
07/03/2023	0703ACH6	DUKE ENERGY	7524 Oak Spring Lane 5/05/23 - 6/06/23		30.79	2,354,650.26
07/03/2023	0703ACH5	DUKE ENERGY	7310 Oakmoss Loop Irrigation 05/05/23 - 06/06/23		30.79	2,354,619.47
07/05/2023	1ACH070523	DUKE ENERGY	000 Oakmont Blvd LITE SOLTERRA PH2A-SL 005/11-06/12		1,112.55	2,353,506.92
07/07/2023	2ACH070723	DUKE ENERGY	000 Solterra Blvd Lite 05/17-06/17		801.17	2,352,705.75
07/07/2023	5202	US BANK	Tax Collections Due to DS Series 2013		46,014.06	2,306,691.69
07/07/2023	5203	US BANK	Tax Collections Due to DS Series 2013		25,748.64	2,280,943.05
07/07/2023	5204	US BANK	Tax Collections Due to DS Series 2018		61,545.70	2,219,397.35
07/08/2023	ACH070823	Spectrum Business	6/22/23 - 7/21/23 - 4000 Oaktree Drive CBHS Wifi NO BACKUP		109.98	2,219,287.37
07/11/2023	3ACH071123	DUKE ENERGY	000 Solterra Blvd Lite Solterra PH2C J 5/18-06/19/23		1,362.19	2,217,925.18
07/11/2023	ACH071123	Spectrum Business	Phone and Internet. 06/25 - 07/24/23 5200 Solterra Blvd		1,045.39	2,216,879.79
07/12/2023	5205	Ariane Casanova	BOS Meeting 7/07/23		200.00	2,216,679.79
07/12/2023	5206	Connie S. Osner	BOS Meeting 7/07/23		200.00	2,216,479.79
07/12/2023	5207	Karan L. Wienker	BOS Meeting 7/07/23		200.00	2,216,279.79
07/12/2023	100405	BUSINESS OBSERVER	Invoice: 23-00898K (Reference: Legal Advertising. ) Invoice: 23-00951K (Reference: Legal Adver...		144.37	2,216,135.42
07/12/2023	100406	Cintas	Invoice: 4160229960 (Reference: cleaning supplies. ) Invoice: 4160916278 (Reference: Facility ...		1,005.83	2,215,129.59
07/12/2023	100407	ENVERA	Invoice: INV000006485 (Reference: Sec Gate Maintenance & Rep. )		1,812.00	2,213,317.59
07/12/2023	100408	I-Deal Refuse Savings, Inc.	Invoice: 559796 (Reference: Solid Waste Disposal. ) Invoice: 559821 (Reference: dump and retur...		1,115.99	2,212,198.60
07/12/2023	100409	Power Pool Services, LLC	Invoice: 3058 (Reference: Pool Service for July. )		2,800.00	2,209,398.60
07/12/2023	100410	SPIES POOL, LLC	Invoice: 402812 (Reference: Pool and Lazy River R&M. ) Invoice: 403100 (Reference: Pool and La...		3,769.00	2,205,629.60
07/12/2023	100411	Steadfast Environmental LLC	Invoice: SE-22511 (Reference: Pond and Wetland Maintenance. )		2,393.00	2,203,236.60
07/12/2023	100412	Amenity Services LLC	Invoice: 1974 (Reference: Monthly porter services June. )		2,000.00	2,201,236.60
07/12/2023	100413	FTI Florida Training & Investigations	Invoice: 23204028 (Reference: Security Other. )		600.00	2,200,636.60
07/12/2023	100414	Xerox Company	Invoice: 4372922 (Reference: Misc Facility Maintenance. )		451.95	2,200,184.65
07/12/2023	100415	Goldner Associates Inc	Invoice: INS232255 (Reference: various polos. )		1,401.71	2,198,782.94
07/14/2023	ACH071423	FLORIDA PUBLIC UTILITIES	Service 5/18/23-6/23/23		1,821.83	2,196,961.11
07/18/2023	4ACH071823	DUKE ENERGY	00000 Oakmont Blvd Lite Solterra Ph 2A-2 SL Utility. 05/25-06/26/23		485.92	2,196,475.19
07/18/2023			Deposit	420.00		2,196,895.19
07/19/2023	5ACH071923	DUKE ENERGY	000 Oakmont Blvd Lite Solterra Ph2B SL Utility 5/26-6/27/23		908.79	2,195,986.40
07/19/2023	6ACH071923	DUKE ENERGY	5290 Solterra Blvd Irrigation 05/25-06/26/23		30.79	2,195,955.61
07/20/2023	7ACH072023	DUKE ENERGY	5200 OAKMONT BLVD 05/26-06/27		10,781.58	2,185,174.03
07/20/2023	8ACH072023	DUKE ENERGY	7900 Oak Reflection Loop Irrigation 5/26-6/27/23		35.25	2,185,138.78
07/20/2023	1ACH072023	Spectrum Business	5200 Solterra Blvd AHMS 07/03/23-08/02/23		277.96	2,184,860.82
07/21/2023	9ACH072123	DUKE ENERGY	5300 Solterra Blvd Lite 05/25-6/26/23		313.90	2,184,546.92
07/26/2023	ACH072623	DUKE ENERGY	00 Solterra Blvd LITE 06/02-07/01/23		1,047.16	2,183,499.76
07/26/2023	100416	BUSINESS OBSERVER	Invoice: 23-00980K (Reference: Legal Advertising. )		520.62	2,182,979.14
07/26/2023	100417	Cintas	Invoice: 4161636450 (Reference: Facility Cleaning Maintenance. ) Invoice: 4162330095 (Referenc...		929.64	2,182,049.50
07/26/2023	100418	ENVERA	Invoice: 729638 (Reference: Sec Gate Maintenance & Rep. )		2,510.87	2,179,538.63
07/26/2023	100419	I-Deal Refuse Savings, Inc.	Invoice: 559838 (Reference: Solid Waste Disposal. ) Invoice: 559805 (Reference: Solid Waste Dl...		2,182.02	2,177,356.61
07/26/2023	100420	KIMLEY-HORN & ASSOCIATES, INC	Invoice: 249233000-0623 (Reference: Capital Improvements. )		870.80	2,176,485.81
07/26/2023	100421	ONSIGHT SIGNAGE & VISUAL SOLUTION	Invoice: 001-23-336389-1 (Reference: Signage. )		339.46	2,176,146.35
07/26/2023	100422	SPIES POOL, LLC	Invoice: 403338 (Reference: Pool and Lazy River R&M. ) Invoice: 403719 (Reference: Pool and La...		3,500.15	2,172,646.20
07/26/2023	100423	YELLOWSTONE LANDSCAPE	Invoice: OS 548873 (Reference: Landscape Maintenance. )		16,166.00	2,156,480.20
07/26/2023	100424	Amenity Services LLC	Invoice: 1973 (Reference: Facility Maintenance Cleaning. )		4,193.00	2,152,287.20
07/26/2023	100425	Skyline Janitorial, Paper & Supply, Inc.	Invoice: 65878 (Reference: Facility Cleaning Maintenance. ) Invoice: 65877 (Reference: Facilit...		1,186.98	2,151,100.22
07/26/2023	100426	KILINSKI VAN WYK, PLLC	Invoice: 7025 (Reference: Legal Services. )		7,668.28	2,143,431.94
07/26/2023	100427	Melodic Enterprises, Inc.	Invoice: 071323- (Reference: Clubhouse and Lifestyle Supplies. )		700.00	2,142,731.94
07/26/2023	100428	Goldner Associates Inc	Invoice: INS234140 (Reference: Clubhouse and Lifestyle Supplies. )		352.89	2,142,379.05
07/26/2023	100429	J. C. Pappae Ent. Inc.	Invoice: 246 (Reference: Clubhouse and Lifestyle Supplies. )		300.00	2,142,079.05
07/31/2023	2ACH073123	DUKE ENERGY	7632 Oak Spring Ln Irrigation 06/06-07/06		30.79	2,142,048.26
07/31/2023	ACH073123	DUKE ENERGY	6022 Board Oak Dr Pump 06/07-07/06		30.79	2,142,017.47
07/31/2023	ACH073123	DUKE ENERGY	7310 Oakmoss Loop Irrigation 06/07-07/06		30.79	2,141,986.68
07/31/2023	ACH073123	DUKE ENERGY	0 Solterra Blvd Lite 06/08-07/07		1,354.65	2,140,632.03
07/31/2023	ACH073123	DUKE ENERGY	7524 Oak Spring Lane 6/7-7/6/23		30.79	2,140,601.24
07/31/2023	ACH073123	DUKE ENERGY	4000 OAKMONT BLVD 06/07-07/06		49.17	2,140,552.07
07/31/2023	ACH073123	DUKE ENERGY	5456 Misty Oak Cr Pump 06/7-07/06		30.79	2,140,521.28
07/31/2023	ACH073123	DUKE ENERGY	4000 OAKMONT BLVD GATEHSE 06/07-07/06		163.25	2,140,358.03
07/31/2023	ACH073123	DUKE ENERGY	7102 Oakmoss Loop Irrigation 06/07-07/06		30.79	2,140,327.24
07/31/2023		Polk County Tax Collector	Deposit - Assessment fees	545.24		2,140,872.48
<b>7/31/2023</b>				<b>965.24</b>	<b>223,305.72</b>	<b>2,140,872.48</b>

# EXHIBIT 7



- Commercial Swimming Pool Chemicals & Supplies
- Chlorine for Treatment of Drinking & Waste Water



- Parts, Repairs and Renovations  
Lic # CP C043205
- Pool Heater Sales and Repair  
Lic # 12152

SOLTERRA HOA  
4049 OAKTREE DRIVE  
DAVENPORT, FL 33837

8/24/2023

ATTN: RANDY

THIS BID IS FOR REPAIRS TO THE SPA THERAPY PUMP. SPIES WILL INSTALL ONE NEW MAX-E-PRO HOUSING, UNION KIT AND PUMP GASKET ON THE EXISTING PUMP. PRICE INCLUDES ALL LABOR FOR THE REPAIR.

TOTAL \$845.00 PLUS TAX

NOTE: IF ANY OTHER PARTS ARE REQUIRED TO COMPLETE THE REPAIR (CLAMP, SEAL PLATE, ETC.) THEY WILL BE REPLACED AND BILLED AS AN EXTRA TO THE BID. PRICE IS GOOD FOR 30 DAYS FROM DATE ON BID.

ACCEPTED AND AGREED:

REGARDS,

BY: Jayne Biggs  
TITLE: General manager  
DATE: 8/24/23

KEN SOUKUP  
SERVICE MANAGER  
SPIES POOL LLC  
CP C043205

801 Sawdust Trill  
Kissimmee, FL 34744



407-847-2771  
Fax 407-847-8242

www.spiespool.com