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**MINUTES OF MEETING
SOLTERRA RESORT
COMMUNITY DEVELOPMENT DISTRICT**

5 The Regular Meeting of the Board of Supervisors of the Solterra Resort Community
6 Development District was held on Thursday, February 23, 2017 at 10:00 a.m. at the Solterra Resort
7 Amenity Center, 5200 Oakmont Boulevard, Davenport, Florida.

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

9 Present and constituting a quorum were:

10 James Harvey Board Supervisor, Chairman
11 Troy Simpson Board Supervisor, Assistant Secretary
12 David Langhout Board Supervisor, Assistant Secretary

13 Also present were:

14 Patricia Comings-Thibault District Manager
15 Maik Aagaard DPGF
16 Jere Earlywine District Counsel
17 Tonja Stewart District Engineer (*via phone*)
18 Alan Wright DPGF Operations
19 Chris Dozier Melrose
20 Bill Fife Melrose
21 Rob Stultz Yellowstone

22 **SECOND ORDER OF BUSINESS – Audience Comments**

23 There being none, next item followed.

24 **THIRD ORDER OF BUSINESS – Organizational Matters**

25 **A. Oath of Office of Newly Elected Supervisor**

26 Ms. Comings-Thibault requested the newly elected supervisors to read and sign the Oath of
27 Office.

28 **B. Consideration of Resolution 2017-02 Canvassing & Certifying Results of the**
29 **Landowners Election**

30
31 Ms. Comings-Thibault presented Resolution 2017-02 Canvassing & Certifying Results of the
32 Landowners Election stating that the Landowners election was held in November 2016 and the results
33 were: Mr. Harvey 185 votes, Mr. Langhout 184 votes, and Mr. Walker with 184 votes. Mr. Harvey was
34 elected for a 4 year term, Mr. Langhout was elected for a 4 year term and Mr. Walker was elected for a 2
35 year term. She then asked for any comments or questions. District Counsel said there was a scrivener
36 error and Mr. Langhout should be 185 votes.

37 On a MOTION by Mr. Harvey, SECONDED by Mr. Langhout, WITH ALL IN FAVOR, the Board
38 adopted Resolution 2017-02 Canvassing & Certifying Results of the Landowners Election, as amended,
39 for the Solterra Resort Community Development District.
40
41

42 **C. Compensation of Supervisors**

43 Ms. Comings-Thibault advised Mr. Harvey and Mr. Langhout that they were entitled to up to
44 \$200 compensation per meeting and asked if they accepted or waived.

45 Mr. Harvey and Mr. Langhout waived compensation.

46 **D. Consideration of Resolution 2017-3 Designation of Officers**

47 Ms. Comings-Thibault requested a nomination for Chairman.

48 On a MOTION by Mr. Langhout, SECONDED by Mr. Simpson, WITH ALL IN FAVOR, the Board
49 nominated Mr. Harvey as Chairman for the Solterra Resort Community Development District.

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51 Ms. Comings-Thibault requested a nomination for Vice Chairman.

52 On a MOTION by Mr. Harvey, SECONDED by Mr. Langhout, WITH ALL IN FAVOR, the Board
53 nominated Mr. Meath as Chairman for the Solterra Resort Community Development District.

54
55 Ms. Comings-Thibault presented Resolution 2017-03 and asked for comments or questions.

56 On a MOTION by Mr. Harvey, SECONDED by Mr. Simpson, WITH ALL IN FAVOR, the Board
57 adopted Resolution 2017-03 Designation of Officers with Mr. Harvey as Chairman, Mr. Meath as Vice
58 Chairman, Patricia Comings-Thibault as Secretary/Treasurer, Mr. Cusmano and Mr. Aagaard as Assistant
59 Treasurers, Ms. Stewart and Ms. Johns as Assistant Secretaries and Mr. Simpson, Mr. Langhout and Mr.
60 Walker as Assistant Secretaries for the Solterra Resort Community Development District.

61
62 **FOURTH ORDER OF BUSINESS – Vendor Reports**

63 **A. Aquatics Systems – January Inspection Report**

64 Ms. Comings-Thibault presented the Aquatics Systems January Inspection Report and asked for
65 comments or questions.

66 **B. DPGF Operations Report**

67	<u>Landscape Miscellaneous Budget</u>	\$10,000.00
68	Amenity Parking (Package)	\$ (2,971.18)
69	Pool Entry Plantings	\$ (3,108.15)
70	Guard Shack	\$ (1,719.41)
71	Walls at Entry Guard Shack	\$ (751.84)
72	Plantings for Front Entry	\$ (1,312.23)
73	Remaining Balance	\$ 137.19

74 Ms. Comings-Thibault presented Yellowstone Miscellaneous Landscape Proposals and asked Mr.
75 Wright to walk through it with the Board.

76 On a MOTION by Mr. Harvey, SECONDED by Mr. Simpson, WITH ALL IN FAVOR, the Board
77 approved the Miscellaneous Landscape Proposals for the Solterra Resort Community Development
78 District.

79
80 Mr. Stultz gave the Yellowstone Report and asked for comments or questions.
81
82

83 **C. Melrose Lifestyle Services Report**

84 Mr. Fife presented the Melrose Lifestyle Services Report and asked for comments or questions.

85 **FIFTH ORDER OF BUSINESS – Administrative Items**

86 **A. Approval of Minutes of the October 27, 2016 Regular Meeting**

87 Ms. Comings-Thibault presented the minutes of the October 27, 2016 Regular Meeting, and
88 asked for comments, questions or corrections.

89 On a MOTION by Mr. Harvey, SECONDED by Mr. Langhout, WITH ALL IN FAVOR, the Board
90 approved the October 27, 2016 Regular Meeting Minutes for the Solterra Resort Community
91 Development District.

92
93 **B. Approval of the Minutes of October 27, 2016 Audit Committee Meeting**

94 Ms. Comings-Thibault presented the minutes of the October 27, 2016 Audit Committee Meeting
95 and asked for comments, questions or corrections.

96 On a MOTION by Mr. Harvey, SECONDED by Mr. Simpson, WITH ALL IN FAVOR, the Board
97 approved the October 27, 2016 Audit Committee Meeting Minutes for the Solterra Resort Community
98 Development District.

99
100 **C. Acceptance of the Unaudited January 2017 Financial Statements**

101 Ms. Comings-Thibault presented the Unaudited January 2017 Financial Statements and asked
102 for comments or questions.

103 Ms. Comings-Thibault commented on a \$12,000 gas charge, stating that there had been a gas line
104 leak and she is working on getting the amount decreased.

105 On a MOTION by Mr. Harvey, SECONDED by Mr. Langhout, WITH ALL IN FAVOR, the Board
106 accepted the Unaudited January 2017 Financial Statements for the Solterra Resort Community
107 Development District.

108
109 **SIXTH ORDER OF BUSINESS – Business Matters**

110 **A. Consideration and Approval of Gate Box and Keys**

- 111 > Complete Access Control - \$1,197.06
- 112 > AA-Abra Key - \$1,665

113 Ms. Comings-Thibault presented Approval of Gate Box and Keys and asked for comments or
114 questions.

115 *This item was scratched.*

116 **B. Consideration and Approval of Defib Equipment**

- 117 > Defibtech Lifeline - \$1,878.99
- 118 > Wilkins Solution - \$1,495.50 (sales tax not applicable)

119 *This item was tabled pending budget at end of year.*

120

121 **C. Consideration and Approval of Tennis Net Replacement**

- 122 > 10-S Tennis Supply - \$3,653.50
123 > Coastal Tennis - \$4,346 (*sales tax not applicable*)
124 > Wilkins Solutions - \$3,515.17 (*sales tax not applicable*)

125 *This item was actually for a wind screen and was tabled pending budget at end of year.*

126 **D. Consideration of Proposals for Audio System**

- 127 > Audio Image Solutions - \$7,603
128 > Sound Waves - \$8,728.77

129 On a MOTION by Mr. Harvey, SECONDED by Mr. Simpson, WITH ALL IN FAVOR, the Board
130 approved to a purchase of Audio System, not to exceed \$9,000, and to get references for both vendors, for
131 the Solterra Resort Community Development District.

132
133 **E. Consideration of Envera Remote Monitoring Service Agreement**

134 **F. Consideration of Pressure Wash Proposals**

- 135 > Whitbread Enterprises - \$1,600
136 > Prestige Pool - \$1,800
137 > Spray Force LLC - \$1,670

138 *This item was tabled.*

139 **G. Consideration of Fast Signs Proposals - \$120 (*sales tax not applicable*)**

140 *This item was paid by credit card.*

141 **H. Consideration of Yellowstone Proposals – Amenity Parking**

- 142 > One Gallon Planting - \$2,971.18
143 > Three Gallon Planting - \$4,021.58

144 **I. Pool Heater Quotes**

145 *New quotes will be obtained*

146 **SEVENTH ORDER OF BUSINESS – Ratification Agenda**

147 **A. Ratification of the 1st Addendum to Amenity Management Agreement**

148 **B. Ratification of Yellowstone – Potted Plant Install - \$2,015.59**

149 **C. Wildwood Way Repairs**

- 150 > Site Masters of Florida – Investigation - \$3,400
151 > Faulkner Engineering - \$700
152 > Site Masters – RCP Install - \$8,200

153 On a MOTION by Mr. Langhout, SECONDED by Mr. Harvey, WITH ALL IN FAVOR, the Board
154 ratified **Items A - C** for the Solterra Resort Community Development District.

155
156 **EIGHTH ORDER OF BUSINESS – Staff Reports**

157 **A. Manager**

- 158 > District Management Contract Assignment

159 Mr. Comings-Thibault stated that DPFG was changing corporate identity from Inc. to LLC, with
160 no other changes.

161 On a MOTION by Mr. Harvey, SECONDED by Mr. Simpson, WITH ALL IN FAVOR, the Board
162 accepted the District Management Contract Assignment for the Solterra Resort Community Development
163 District.

164
165 Mr. Aagaard commented that we have a potential sale of the commercial parcel and he has done
166 preliminary calculations for how the new assessments would look like. He proposed that we include that
167 in our budget proceedings rather than approving a new assessment methodology.

168 **B. District Counsel – Expansion Project**

- 169 ➤ Acquisition of Expansion Project
- 170 ➤ Consideration of Operating Agreement
- 171 ➤ Consideration of Amended Amenity Policies
- 172 ➤ Consideration of Cost share Agreement for Amenity Waste Services

173 Mr. Earlywine gave an update on the Expansion Project and asked for comments or questions.
174 Discussion ensued.

175 **C. District Engineer**

176 Ms. Stewart gave an update on the drainage repair.

177 **D. Amenity Manager**

178 There being none, next item followed.

179 **NINTH ORDER OF BUSINESS – Supervisor Requests**

180 There being none, next item followed.

181 **TENTH ORDER OF BUSINESS – Adjournment**

182 On a MOTION by Mr. Harvey, SECONDED by Mr. Simpson, WITH ALL IN FAVOR, the Board
183 adjourned the meeting for the Solterra Resort Community Development District.

184

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

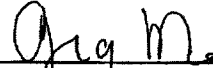
188 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
189 meeting held on 2-23-17.

190 
191 _____
192 Signature

193 Janet Johns
194 _____
195 Printed Name

196 Title: Secretary Assistant Secretary

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190 
191 _____
192 Signature

193 _____
194 Printed Name

195 Title: Chairman Vice Chairman

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