

1 **MINUTES OF MEETING**  
2 **SOLTERRA RESORT**  
3 **COMMUNITY DEVELOPMENT DISTRICT**  
4

5 The Regular Meeting of the Board of Supervisors of the Solterra Resort Community  
6 Development District was held on Thursday, May 28, 2015 at 10:00 a.m. at the Solterra Resort Amenity  
7 Center, 5200 Oakmont Boulevard, Davenport FL 33837

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

9 Ms. Comings-Thibault called the meeting to order.

10 Present and constituting a quorum were:

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

14 Also present were:

15 Patricia Comings-Thibault	District Manager
16 Jere Earlywine	District Counsel
17 Bill Fife	Melrose Management
18 Tonja Stewart	District Engineer (via telephone)

19  
20 **SECOND ORDER OF BUSINESS – Audience Comments**

21 There being none, next item followed.

22 **THIRD ORDER OF BUSINESS – Administrative Matters**

23 **A. Acceptance of the Resignation of Adam Schott**

24 On a MOTION by Mr. Langout, SECONDED by Mr. Simpson, WITH ALL IN FAVOR, the Board  
25 accepted the resignation of Adam Schott for the Solterra Resort Community Development District.

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27 **B. Nomination to Fill Vacant Board Seat**

28 On a MOTION by Mr. Harvey, SECONDED by Mr. Langout, WITH ALL IN FAVOR, the Board  
29 nominated Mr. William Carlisle a member of the Board of Supervisors for the Solterra Resort  
30 Community Development District.

31  
32 **C. Oath of Office to New Supervisor**

33 **D. Review of Supervisor Responsibilities**

34 **E. Compensation**

35 **F. Adopt Resolution 2015-10 Officers Appointment**  
36 **Chairman**

37 Ms. Comings-Thibault requested nominations for Chairman.

38 Mr. Harvey nominated himself.

39 On a MOTION by Mr. Harvey, SECONDED by Mr. Langout, WITH ALL IN FAVOR, the Board  
40 appointed Mr. James Harvey Chairman of the Board of Supervisors for the Solterra Resort Community  
41 Development District.

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43 **Vice Chairman**

1 Ms. Comings-Thibault requested nominations for Chairman.

2 Mr. Harvey nominated Greg Meath for Vice Chairman.

3 On a MOTION by Mr. Harvey, SECONDED by Mr. Langout, WITH ALL IN FAVOR, the Board  
4 appointed Mr. Greg Meath a member of the Board of Supervisors for the Solterra Resort Community  
5 Development District.

6  
7 On a MOTION by Mr. Harvey, SECONDED by Mr. Simpson, WITH ALL IN FAVOR, the Board  
8 adopted **Resolution 2015-10** Officers Appointment for the Solterra Resort Community Development  
9 District.

10  
11 **G. Approval of Minutes of April 9, 2015 Meeting**

12 Ms. Comings-Thibault presented the minutes of April 9, 2015 meeting, mentioning amendments,  
13 and asked for questions, comments or corrections.

14 On a MOTION by Mr. Harvey, SECONDED by Mr. Simpson, WITH ALL IN FAVOR, the Board  
15 approved the amended minutes of the Board of Supervisors' meeting held on July 2, 2015 for the Solterra  
16 Resort Community Development District.

17  
18 **H. Acceptance of Financial Statements**

19 Ms. Comings-Thibault presented the Financial Statements and asked for questions or comments.  
20 Discussion ensued.

21 On a MOTION by Mr. Harvey, SECONDED by Mr. Langout, WITH ALL IN FAVOR, the Board  
22 accepted the Financial Statements for the Solterra Resort Community Development District.

23  
24 **FOURTH ORDER OF BUSINESS – Vendor Reports**

25 **A. Aquatic Systems Report**

26 Ms. Comings-Thibault reported on Aquatic Systems and asked for questions or comments.  
27 Mr. Harvey requested Rick, Operations Manager, to report on progress next meeting.

28 **B. Landscape Inspection Report – March**

29 Discussion ensued concerning dead and dying palm trees.

30 **C. Landscape Inspection Report – April**

31 Discussion ensued.

32 **D. Amenity Center Report**

33 Discussion ensued.

34 **FIFTH ORDER OF BUSINESS – Business Matters**

35 **A. Public Facilities Report**

36 Ms. Stewart presented the Public Facilities Report.

37 On a MOTION by Mr. Harvey, SECONDED by Mr. Simpson, WITH ALL IN FAVOR, the Board  
38 accepted the Public Facilities Report for the Solterra Resort Community Development District.

39  
40 **B. Review and Discussion of the 2016 Proposed Budget**

41 Ms. Comings-Thibault presented the 2016 Proposed Budget and asked for questions or  
42 comments.

43 Discussion ensued.

1           **C. Adoption of Resolution 2015-11 Adopting the Proposed Budget and Setting the**  
2           **Public Hearing for Adoption of the 2016 Budget**

3           Ms. Comings-Thibault presented Resolution 2015-11 Adopting the Proposed Budget

4           And Setting the Public Hearing for Adoption of the 2016 Budget and asked for questions or comments.

5           On a MOTION by Mr. Harvey, SECONDED by Mr. Simpson, WITH ALL IN FAVOR, the Board  
6           adopted **Resolution 2015-11** Adopting the Proposed Budget and Setting the Public Hearing for Adoption  
7           of the 2016 Budget for the August 27, 2015 meeting for the Solterra Resort Community Development  
8           District.

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10           **D. 2014 Form 1 Filing – Memo Deadline – July 1, 2015**

11  
12           **E. Polk County Supervisor of Elections Report on the Number of Registered Voters – 1**

13  
14           **F. Consideration of E&A Cleaning Proposal - \$1,805 monthly**

15           Ms. Comings-Thibault presented the E&A Cleaning Proposal - \$1,805 monthly and asked for  
16           questions or comments.

17           Discussion ensued.

18           On a MOTION by Mr. Harvey, SECONDED by Mr. Langout, WITH ALL IN FAVOR, the Board  
19           accepted the E&A Cleaning Proposal - \$1,805 monthly for janitorial services for clubhouse facilities and  
20           to give 30 days notice to terminate current cleaning service for the Solterra Resort Community  
21           Development District.

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23           **G. Consideration of Millennium Amenity Pine Straw Proposal - \$270**

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25           On a MOTION by Mr. Harvey, SECONDED by Mr. Langhout, WITH ALL IN FAVOR, the Board  
26           approved the Millennium Amenity Pine Straw Proposal - \$270 for the Solterra Resort Community  
27           Development District.

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29           **H. Consideration of Playground Surface Options**

- 30           1.       **Rubber mulch - \$7,406, \$4,900 for sand removal, install barrier.**  
31           2.       **Wood Mulch - \$5,775, \$4,000 for sand removal, install barrier.**  
32           3.       **Rubber surface - \$13,000 just for install.**

33           Discussion ensued. Agreed to put in 2016 Budget.

34           **I. Ratification of Aquatic Systems Agreement**

35           Ms. Comings-Thibault presented for ratification the Aquatic Systems Agreement

- 36           1.       **Seven ponds - \$750 monthly - \$9,000 yearly**

37           On a MOTION by Mr. Harvey, SECONDED by Mr. Simpson, WITH ALL IN FAVOR, the Board  
38           ratified the Aquatic Systems Agreement for 7 ponds - \$750 monthly - \$9,000 yearly for the Solterra  
39           Resort Community Development District.

40  
41           **J. Ratification of Site Masters Agreement**

- 42           1.       **\$8,000 for asphalt for deficiencies on south side of Wildwood Way, east of**  
43           **Oakbourne**

44           Ms. Stewart gave an update.  
45

1 On a MOTION by Mr. Harvey, SECONDED by Mr. Simpson, WITH ALL IN FAVOR, the Board to  
2 ratify the Site Masters Agreement of \$8,000 for asphalt deficiencies on south side of Wildwood Way, east  
3 of Oakbourne for the Solterra Resort Community Development District.

4  
5 **K. Ratification of SECDD Gardner Gutters Proposal**

6 **1. \$2,800**

7 On a MOTION by Mr. Harvey, SECONDED by Mr. Simpson, WITH ALL IN FAVOR, the Board  
8 ratified the SECDD Gardner Gutters Proposal for \$2,800 for the Solterra Resort Community  
9 Development District.

10  
11 **L. Ratification of Slide Contract**

12 **1. \$2,815 – twice annual inspection of the flume and flume supports – wash and**  
13 **wax slide.**

14  
15 On a MOTION by Mr. Harvey, SECONDED by Mr. Simpson, WITH ALL IN FAVOR, the Board  
16 ratified the Slide Contract for \$2,815 – twice annual inspection of the flume and flume supports – wash  
17 and wax slide for the Solterra Resort Community Development District.

18  
19 **M. Ratification of Sand Skink Contract**

20 On a MOTION by Mr. Harvey, SECONDED by Mr. Langout, WITH ALL IN FAVOR, the Board ratified  
21 the Sand Skink Contract for the Solterra Resort Community Development District.

22  
23 **N. Ratification of SOL CDD Plant Contract**

24 **1. \$10,787 Replacement of Foliage**

25 On a MOTION by Mr. Harvey, SECONDED by Mr. Simpson, WITH ALL IN FAVOR, the Board  
26 ratified the SOL CDD Plant Contract for the Solterra Resort Community Development District.

27  
28 **FIFTH ORDER OF BUSINESS – Staff Reports**

29 **A. Manager**

30 On a MOTION by Mr. Harvey, SECONDED by Mr. Simpson, WITH ALL IN FAVOR, the Board agreed  
31 to terminate lifeguard contract with First Rate and for Chair to execute contract with Melrose  
32 Management after District Counsel review for the Solterra Resort Community Development District.

33  
34 On a MOTION by Mr. Harvey, SECONDED by Mr. Langout, WITH ALL IN FAVOR, the Board agreed  
35 to increase hours for pool monitors as of June 15, 2015 for the Solterra Resort Community Development  
36 District.

37  
38 **B. Attorney**

39 Mr. Earlywine spoke of legislative update.

40 **C. Engineer**

41 There being none, the next item followed.

42 **SIXTH ORDER OF BUSINESS – Public Comments**

43 There being none, the next item followed.

44 **SEVENTH ORDER OF BUSINESS – Supervisor Requests**

45 There being none, the next item followed.

1 **EIGHTH ORDER OF BUSINESS – Adjournment**

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

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

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

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11  
12  
13 \_\_\_\_\_  
14 **Signature**

\_\_\_\_\_

15  
16 \_\_\_\_\_  
17 **Printed Name**  
18 **Title:**  Secretary  Assistant Secretary

\_\_\_\_\_

**Printed Name**  
**Title:**  Chairman  Vice Chairman

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