



Memorandum

To: Board of Supervisors

From: District Management

Date: October 1, 2025

RE: HB7013 – Special Districts Performance Measures and Standards

This final report is submitted in compliance with recent legislative requirements established by the Florida Legislature during its 2024 session to enhance accountability and transparency for all special districts.

District Management had identified the following focus areas with statutorily compliant goals for the Fiscal Year 2025:

- Community Communication and Engagement
- Infrastructure and Facilities Maintenance
- Financial Transparency and Accountability

In addition, a standardized annual reporting form was created to serve both the goal-setting and yearly reporting statutory requirements.

The goals, objectives, performance measures, and standards discussed herein represent the adopted framework by the Board of Supervisors to maintain compliance with House Bill 7013 and demonstrate the District's ongoing commitment to transparency and public accountability.

This report details the accomplishments for the Fiscal Year 2025, confirming that all goals and objectives were met, outlines the performance measures and standards employed, and provides summaries of the District Engineer's yearly infrastructure condition assessment.

District Management recommends this report be accepted as the official and final Annual Report required under Florida Statutes Section 189.0694 and related provisions.

SOLTERRA COMMUNITY DEVELOPMENT DISTRICT 2024-2025 REPORT – PERFORMANCE MEASURES AND STANDARDS

Exhibit A: Goals, Objectives, and Annual Reporting Form



Solterra Community Development District

Performance Measures & Standards – Annual Report

Reporting Period: October 1, 2024 – September 30, 2025

1. Community Communication and Engagement

Goal 1.1: Public Meetings Compliance

The District satisfied statutory requirements by holding regular Board meetings as scheduled, despite some cancellations, with more than three meetings conducted during the Fiscal Year.

Meetings were held on the fourth Thursday of the month at 10:00 AM at the
Governmental Management Services South Florida
5385 N. Nob Hill Road
Sunrise, FL 33351

Meeting Dates:

October 24, 2024 – Cancelled

November 21, 2024 – Exception -Cancelled

December 19, 2024 – Exception -Cancelled

January 23, 2025 – Held

February 27, 2025 –Cancelled

March 27, 2025 – Held

April 24 2025 – Cancelled

May 22, 2025 – Held

June 26, 2025 – Held

July 24, 2025 – Held

August 28, 2025 – Cancelled

September 25, 2025 – Cancelled

Result: Standard achieved.

Goal 1.2: Notice of Meetings Compliance

All meetings were properly noticed on the District website and via the local newspaper, in compliance with Florida Statutes.

Result: Standard achieved.

Goal 1.3: Access to Records Compliance

Monthly website reviews were performed, and minutes and public records remain current and available.

Result: Standard achieved.

2. Financial Transparency and Accountability

Goal 3.1: Annual Budget Preparation

The proposed FY2025 budget was approved before June 15, and the final adopted before September 30, with both posted online.

Result: Standard achieved.

Goal 3.2: Financial Reports

The District website includes the latest annual audit, current budget, and financials as required.

Result: Standard achieved.

Goal 3.3: Annual Financial Audit

The annual independent audit done by Grau and Associates was completed, approved, published online, and sent to the State of Florida.

Result: Standard achieved.


The District carries comprehensive insurance, including property, general liability, public officials coverage, and more, with sufficient budget for renewal.

Overall Determination

Solterra Community Development District met all Performance Measures and Standards for Fiscal Year 2024-2025. Required meetings, transparency efforts, infrastructure maintenance, and financial protocols were fulfilled.

Signed by:
Chair/Vice Chair: 
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Print Name: Mike Levak
Solterra Community Development District

Date: 2025-11-20

DocuSigned by:
District Manager: 
63215D558947430...
Print Name: Juliana Duque
Solterra Community Development District

Date: 2025-11-20

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Juliana Duque

jduque@gmssf.com

District Manager - Assistant Secretary

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Mike Levak

mlevak@cchomes.com

VP

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Agent Delivery Events

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Intermediary Delivery Events

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Certified Delivery Events

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Timestamp

Carbon Copy Events

Status

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Witness Events

Signature

Timestamp

Notary Events

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Envelope Summary Events

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