

MINUTES OF THE MEETING SOLTERRA COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Solterra Community Development District was held on Thursday, April 25, 2024, at 10:00 a.m. at 5385 N. Nob Hill Road, Sunrise, Florida.

Present and constituting a quorum were:

Mike Levak	Chairman
Alex Torres	Vice Chairman
Dario Gerszuny	Assistant Secretary
Felix Castillo	Assistant Secretary

Also present were:

Ginger Wald	District Counsel
Juliana Duque	District Manager

FIRST ORDER OF BUSINESS

Oath of Office for Newly Elected Supervisor(s) Elected at the Landowners Meeting – Seat #3

Ms. Duque: The next item is the oath of office for the newly elected Supervisors elected at the landowner's meeting. So, I have provided Alex with the oath of office, and he has already filled that out, so I'm just going to read the oath, please provide me with your name, and at the end just say, I do, or I accept, so "I".

Mr. Tores: Alex Torres.

Ms. Duque: A resident of the State of Florida and citizen of the United States of America, being a Supervisor of the Solterra Community Development District and recipient of public funds on behalf of the District, do hereby solemnly swear or affirm that I will support the Constitution of the United States and of the State of Florida, and will faithfully, honestly, and impartially discharge the duties devolving upon me in the office of Supervisor of the Solterra Community Development District, Broward County, Florida.

Mr. Torres: I do.

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Ms. Duque: Thank you so much.

SECOND ORDER OF BUSINESS

Roll Call

Ms. Duque called the meeting to order and called the roll.

THIRD ORDER OF BUSINESS

Organizational Matters

**A. Consideration of Appointment to Fill Unexpired Term(s) of Office for
Seat #4 (11/2025)**

B. Oath of Office for Elected/Newly Appointed Supervisor(s)

C. Election of Officers

Ms. Duque: So, let's move forward, the next item is organizational matters, and I would like to remind the Board of Supervisors that we still have an open seat, seat #4 which expires in November 2025. So, if there is any direction from the Board at this time I will need to know, and if not, then we can table this for the next meeting.

Mr. Levak: Table.

Ms. Duque: Perfect.

Ms. Wald: You still need to do the election of officers because he just took the oath.

Ms. Duque: Oh, that is correct, sorry about that, thank you for that, Ginger.

Ms. Duque: So, the slate of officers that we currently have is, Mike Levak the chairman, Alex Torres the vice chairman, Dario Gerszuny an assistant secretary, and Felix Castillo is also an assistant secretary. Patti Powers from my office is your treasurer, Rich Hans is your assistant secretary and Juliana Duque is your secretary. You can keep the same slate of officers, or change it, it's up to the Board of Supervisors. If you do want to keep it the same, I just need a motion to accept the slate of officers as I have just stated.

On MOTION by Mr. Levak seconded by Mr. Torres with all in favor, Election of officers, keeping the same slate of officers as stated on the record by Juliana Duque was approved.

FOURTH ORDER OF BUSINESS

**Approval of the Minutes of the
February 22, 2024 Meeting**

Ms. Duque: The next item is the approval of the minutes of the February 22, 2024 meeting. This is the moment to present any additions, corrections, or deletions. If there is none, a motion to approve them will take place.

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On MOTION by Mr. Levak seconded by Mr. Torres with all in favor, the Minutes of the February 22, 2024 Meeting were approved.

FIFTH ORDER OF BUSINESS**Consideration of Resolution
#2024-05 Approving the
Proposed Fiscal Year 2025
Budget and Setting the Public
Hearing**

Ms. Duque: The next item is consideration of resolution #2024-05 approving the proposed fiscal year 2025 budget and setting the public hearing. So, we have provided the Board of Supervisors with our proposed fiscal year 2025 budget, and before we move forward with the resolution, as the Board knows the first portion of it, and the first page is your general fund, so that is pretty much our operation and maintenance assessment, the O&M, and this is the first component of the Non-Ad Valorem Assessments. The narrative is on the following page which explains each line item of the general fund. The debt service is on page 3, and for today's meeting and to provide a better understanding of the budget, this is the second component of our Non-Ad Valorem Assessment, Series 2023-1 Special Assessment Notes and associated interest are a fixed amount payable from and secured by that Non-Ad Valorem Assessment so the amortization schedule for Series 2023-1 Special Assessment Notes is on the following page and the maturity is February 2, 2026. So, the Board needs to approve this operation and maintenance budget by June 15th and we'll need to transmit this to the Clerk of County Commissioners of Broward County, so 60 days from today will be our date for the public hearing to adopt the budget, that will be at our June 27th meeting. If the Board agrees, that would be the date, at the same time and same location.

On MOTION by Mr. Levak seconded by Mr. Torres with all in favor, Resolution #2024-05 approving the proposed Fiscal Year 2025 Budget and setting the Public Hearing on June 27, 2024 at 10:00 a.m. at 5385 N. Nob Hill Road, Sunrise, Florida was approved.

April 25, 2024**Solterra CDD****SIXTH ORDER OF BUSINESS****Ranking of Respondents to Engineering Proposals**

- A. Site Development Plans, Permitting and Construction Administration Services for the Widening of the Inverrary Boulevard Bridge**
- B. Improvements to NW 30th Place, Oakland Park Boulevard and Inverrary Boulevard West, District Entrance Drive**

Ms. Duque: Let's move forward to the next item which is the ranking of respondents to engineering proposals. We do not need to go through the ranking process because we only received responses for each one of the projects from one engineering office. So, for the site development plans, permitting, and construction administrative services for the widening of the Inverrary Boulevard bridge, we received a proposal from Kimley-Horn, and for the improvements to NW 30th Place, Oakland Park Boulevard and Inverrary Boulevard West, District entrance drive, we received a proposal from Whitmore Consulting Engineers. I don't know if there is anything the Board would like to discuss in reference to those but, if not, a motion to accept the ranking, number one, and to approve each of those proposals, so let's just approve both of them, the site development plans for the bridge and also the improvements to NW 30th Place, giving that to Kimley-Horn and Whitmore Consulting Engineers.

On MOTION by Mr. Levak seconded by Mr. Torres with all in favor, accepting the ranking of respondents to the engineering proposals, Kimley-Horn for the site development plans for widening of the Inverrary Boulevard bridge, and Whitmore Consulting Engineers for the improvements to NW 30th Place, Oakland Park Boulevard and Inverrary Boulevard West, District entrance drive was approved.

SEVENTH ORDER OF BUSINESS**Acceptance of Audit for Fiscal Year Ending September 30, 2023**

Ms. Duque: The next item is the acceptance of the audit for fiscal year ending September 30, 2023. So, Grau & Associates has provided us with the audit for the fiscal year ending September 30, 2023, and all of their findings are in good condition, nothing to report back to the Board, unless there are any questions, a motion to accept the audit will take place.

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On MOTION by Mr. Levak seconded by Mr. Torres with all in favor, accepting the audit for Fiscal Year ending September 30, 2023 was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

Ms. Duque: The next item is staff reports, Ginger.

A. Attorney

Ms. Wald: Just to remind everybody Form 1s, don't forget you have to get your Form 1s in, they're done online, and you should be registered already with the Commission on Ethics, and you're not going to get anything in the physical mail, it should be by email, and if you don't, please contact Juliana, or GMS so you can get signed up, and the due date is July 1st. Additionally, don't forget your ethics training, you have until December 31st of this year, and you have the links for that.

Mr. Torres: Ok, am I able to find that?

Ms. Duque: I can send it to you.

Ms. Wald: And on that memo, the bottom of the first page there are two of them, 2 hours for one, 2 hours for the other one, and if you go to the second page there's a 4-hour one at the top, it's your obligation.

Mr. Torres: Is there something that you registered?

Ms. Duque: You just click on the link.

Ms. Wald: You have the link, you just click on the link, and it will take you there, there's no tests, no certification, it's completely on the honor system, if somebody asks you, you can say, yes I did it on 25th of April.

Ms. Duque: Yes, the Landings of Miami, one Supervisor told me that she received a certification.

Ms. Wald: Oh, I didn't know they did that.

Ms. Duque: I don't know which training she did, but that's what she said.

Ms. Wald: Well, let's put it this way, you're not required to have one, you're just required to do it, and it is on the honor system, you will have to check that box next year when you do the Form 1. That's all I have, I just wanted to remind everybody about that.

Ms. Duque: Thank you for that Ginger.

April 25, 2024**Solterra CDD****B. Engineer**

Ms. Duque: Nothing additional to report under the engineer.

C. Manager – Number of Registered Voters in the District - 0

Ms. Duque: Under the manager's report, I would like to let the Board know that we currently have zero registered voters within the District, and also to remind the Board of Supervisors to look at the timetables that were provided for the approval and issuance of the bonds #2, it's very important during the June meeting there are a couple of items that we're going to be talking about. Nothing else to report under the manager.

NINTH ORDER OF BUSINESS**Financial Reports****A. Approval of Funding Request #26****B. Acceptance of Unaudited Financials**

Ms. Duque: Let's move forward to financial reports. Tab A is approval of funding request #26, and tab B is the acceptance of the unaudited financials. Unless there are any questions, a motion to approve them will take place.

On MOTION by Mr. Torres seconded by Mr. Levak with all in favor, Funding Request #26 and the Unaudited Financials were approved.

TENTH ORDER OF BUSINESS**Supervisors Requests and Audience Comments**

Ms. Duque: Are there any Supervisor's requests? Not hearing any, for the record there is no audience present, so no audience comments.

ELEVENTH ORDER OF BUSINESS**Adjournment**

Ms. Duque: A motion to adjourn will take place.

On MOTION by Mr. Levak seconded by Mr. Torres with all in favor, the Meeting was adjourned.

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Secretary /Assistant Secretary

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Chairman / Vice Chairman