

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, February 22, 2024, at 10:00 a.m. at 5385 N. Nob Hill Road, Sunrise, Florida.

Present and constituting a quorum were:

Mike Levak	Chairman
Dario Gerszuny	Assistant Secretary
Felix Castillo	Assistant Secretary

Also present were:

Ginger Wald	District Counsel
Juliana Duque	District Manager
Rich Hans	Governmental Management Services

FIRST ORDER OF BUSINESS

Oath of Office for Newly Elected Supervisor(s) Elected at the Landowners Meeting – Seat #3 and Seat #5

Ms. Duque: So, before I call the roll, I need to do the oath of office for Dario for seat #5, so Dario, after I say the word “I” please provide me with your name, and at the end you would say, I do if you agree with what I have read, so “I”.

Mr. Gerszuny: Dario Gerszuny.

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. Gerszuny: I do.

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Ms. Duque: Thank you so much. Then we will take the oath of office of Alex Torres at our next meeting.

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 Resolution #2024-03 Canvassing and Certifying Results of Landowners Election**

Ms. Duque: The next item is organizational matters, so the first item is consideration of resolution #2024-03 canvassing and certifying the results of landowners election. So, this meeting took place on November 7, 2023, and Alex Torres and Dario Gerszuny were elected. The votes cast were 152 votes for each, so Alex and Dario will hold 4-year terms. A motion to consider resolution #2024-03 will take place.

On MOTION by Mr. Levak seconded by Mr. Castillo with all in favor, Resolution #2024-03 canvassing and certifying results of the landowners election was approved.

B. Consideration of Appointment to Fill Unexpired Term(s) of Office for Seat #4 (11/2025)**C. Oath of Office for Elected/Newly Appointed Supervisor(s)****D. Consideration of Resolution #2024-04 Electing Officers**

Ms. Duque: Do I have any direction from the Board to appoint anyone to the unexpired term of office for seat #4?

Mr. Levak: No.

Ms. Duque: Ok, so we can table this item. Now for the oath of office, I already gave the oath of office for Dario. Now, we have consideration of resolution #2024-04 electing officers. So, the Board can change the slate of officers, or you can keep it the same. Right now, we have Mike Levak as the chairman, Alex Torres as the vice chairman, Dario Gerszuny, and Felix Castillo as assistant secretaries. Also, from my office we have Patti Powers as treasurer, you have Juliana Duque as secretary, and Rich Hans as an assistant secretary. This is the moment to make any changes, or if you want to keep it the same, I just need a motion to approve as I stated.

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On MOTION by Mr. Levak seconded by Mr. Gerszuny with all in favor, Resolution #2024-04 electing officers, keeping the same slate of officers as stated on the record by Juliana Duque was approved.

FOURTH ORDER OF BUSINESS**Approval of Minutes of the
October 26, 2023 Meeting**

Ms. Duque: The next item is the approval of the minutes of the October 26, 2023 meeting. This is the moment to present any additions, corrections, or deletions. If there is none, a motion to approve them will take place.

On MOTION by Mr. Levak seconded by Mr. Gerszuny with all in favor, the Minutes of the October 26, 2023 Meeting were approved.

FIFTH ORDER OF BUSINESS**Consideration of Revised
Engagement Letter with Grau
& Associates to perform the
Audit for Fiscal Year Ending
September 30, 2023**

Ms. Duque: The next item is consideration of revised engagement letter with Grau & Associates to perform the audit for fiscal year ending September 30, 2023, a motion to approve will take place.

Mr. Levak: Is it the same price?

Ms. Duque: So, if you go to page 4 at the beginning of the page Mike, it will say the fees for the services will not exceed \$7,900 for the September 30, 2023 audit, and the fees for fiscal years 2024 and 2025 will not exceed \$8,100 and \$8,300 respectively.

Mr. Levak: And they just got done with an audit, what was it for 2022?

Ms. Duque: Let me see if I can go back into the system and check that.

Mr. Hans: We went through the audit selection committee, and I can take a look at that. Their original it looks like in 2021 was \$6,400, and then we did the audit selection meeting and that was their price prior to that, so they give you a price and they say if things change they would revise their letter, so that's why it doesn't match, but then they're proposing out for the next couple of years as well. We can go out but you're accepting for this year, for the \$7,900.

Ms. Wald: And you can always change if you want.

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Mr. Hans: Right, and then we can go out for next time.

Mr. Levak: Alright.

On MOTION by Mr. Levak seconded by Mr. Castillo with all in favor, accepting the revised engagement letter with Grau & Associates to perform the audit for Fiscal Year ending September 30, 2023 was approved.

SIXTH ORDER OF BUSINESS

Acceptance of Two Corrective Special Warranty Deeds Relating to Conveyance of Property with CC/WV Sunrise, LLC to Solterra CDD

Ms. Duque: So, let's move forward to the next item which is the acceptance of the two corrective special warranty deeds relating to the conveyance of property with CC/WV Sunrise, LLC to the Solterra CDD.

Ms. Wald: So, Rich was actually the one who received the information from Broward County Property Appraiser's office that the legal description seemed to have an error, and then when it was brought back to Steve Vainder it came to our attention that he had already prepared and recorded corrective deeds, there were two of them, one was to correct the original one and one was correcting the Scrivener's error specifically therein. So, what I communicated with Steve is that when we had the Board meeting today, we would go ahead and put them on the agenda because when it comes to deeds, even though you just sign it, you still have to accept it from the other party. What we need to do is, we need to also update the title insurance, and have the corrected legal description on the title insurance because that's where it went array, was the legal description from the title insurance was issued for the one that was also submitted and that's where it kind of got messed up.

Ms. Duque: And the new one came from the surveyor.

Ms. Wald: Yes, it was just an error. So, the good part is, that we had the District engineer review each of the original deeds and the two correctives, the acreage is exactly the same, there really were just some transpositions of some numbers, and therefore we don't have to do anything else as to exchanging funds and conversing money, so that's the

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good part, so we're good to go with that. So, what we'd be seeking at this time is a motion to accept those corrective deeds, and have it conditioned upon obtaining the title insurance, that would be my recommendation to the Board.

On MOTION by Mr. Levak seconded by Mr. Gerszuny with all in favor, accepting the two corrective special warranty deeds relating to the conveyance of property with CC/WV Sunrise, LLC to Solterra CDD was approved.

SEVENTH ORDER OF BUSINESS**Discussion of Retaining
Additional Engineering
Services**

Ms. Duque: The next item is the discussion of retaining additional engineering services, so at this moment I will need a motion from the Board to move forward with the RFQ and advertise for those additional engineering services.

On MOTION by Mr. Levak seconded by Mr. Gerszuny with all in favor, authorizing staff to move forward with the RFQ and advertise for additional engineering services was approved.

EIGHTH ORDER OF BUSINESS**Staff Reports**

Ms. Duque: Let's move forward to staff reports, attorney.

A. Attorney – Ethics Training and Financial Disclosure

Ms. Wald: So, what you have in your agendas is our update that we had previously provided to you with the legislature last year and the requirements dealing with your ethics training. As we had informed you it's 4 hours, and you have the entire year to do it, and we had informed you as well that we were going to provide an update once we got some of the ethics training so that you could go ahead and do on your own since it's your own individual responsibility. So, you can click on these links, I believe they've been sent to you via email, there's free ones, if you want to pay for them, you can go do the pay for one. The one thing that we do recommend is when you complete it, just do a notation, I did it on this date, I did the 4 hours, this is the name of and let's just take the first one here, let's say you used the State Ethics Law for Constitutional Officers & Elected Municipal Officers,

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sometimes they have at the end something you can print out certifying that you did it, sometimes they don't, it really depends on which one, we just recommend that you write it down somewhere so you can go back to it in case there's any type of audit or someone wants to question it. This is new for Supervisors of Special Districts but, I don't see it going away, I see it staying, and you have ample time to do it, and then you'll do your reporting on your Form 1 for the following year.

Ms. Duque: I know a lot of my Board of Supervisors are going with the third link that you see on the memo prepared by Ginger's office. They said it's free, it's a very easy 4 hours and what they're doing is, as soon as you start the training, take a screenshot and copy and paste it into a Word document, same when you finalize the training, take a screenshot. Some of them are also taking a screenshot of the registration page, copying and pasting it and save it for your documents, that's also an easy way of doing it.

Mr. Gerszuny: Which one is this one, the third one?

Ms. Duque: Yes, the third one. I know some of them had done the third one, it's free and it worked properly, at least as far as I've heard.

Ms. Wald: I've taught it, it's not very exciting to do, but you have time to do it, and we will remind you as the year goes on, don't forget to do this. That's all I have.

Ms. Duque: Thank you so much, Ginger.

B. Engineer

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

C. Manager

Ms. Duque: Nothing additional to report under the manager's report.

NINTH ORDER OF BUSINESS

Financial Reports

A. Approval of Funding Requests #22, #23 & #24

B. Acceptance of Unaudited Financials

Ms. Duque: Let's move forward to financial reports. Tab A is approval of funding requests #22, #23, and #24, and tab B is the acceptance of the unaudited financials. Unless there are any questions, a motion to approve them will take place.

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On MOTION by Mr. Levak seconded by Mr. Castillo with all in favor, Funding Requests #22, #23 & #24, 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, 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. Gerszuny with all in favor, the Meeting was adjourned.

DocuSigned by:



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Secretary / Assistant Secretary

DocuSigned by:



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Chairman / Vice Chairman