



Rizzetta & Company

Solterra Resort Community Development District

**Board of Supervisors
Meeting
August 1, 2025**

**District Office:
8529 South Park Circle
Suite 330
Orlando, FL 32819**

SOLTERRA RESORT COMMUNITY DEVELOPMENT DISTRICT

District Office · Orlando, Florida · (407) 472-2471
Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614
www.villasolcdd.org

Board of Supervisors	Brian Meert Deborah Higham Karan Wienker Robert Voisard Sam Neelam	Chair Vice Chair Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Brian Mendes	Rizzetta & Company, Inc.
District Counsel	Meredith Hammock	Kilinski Van Wyk
District Engineer	Greg Woodcock	Stantec

All cellular phones and pagers must be turned off during the meeting.

The audience comments portion of the agenda is when individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

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A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

SOLTERRA RESORT COMMUNITY DEVELOPMENT DISTRICT

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Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614
www.solterraresortcdd.org

Board of Supervisors
Solterra Resort Community
Development District

July 25, 2025

FINAL AGENDA

Dear Board Members:

The meeting of the Board of Supervisors of the Solterra Resort Community Development District will be held on **August 1, 2025, at 10:00 a.m.** at the **Solterra Resort Amenity Center**, located at **5200 Solterra Boulevard, Davenport, Florida 33837**. The following is the **final** agenda for the meeting:

1. **CALL TO ORDER/ROLL CALL**
2. **PUBLIC COMMENT**
3. **STAFF REPORTS**
 - A. District Engineer
 - B. District Counsel
 - C. District Manager
4. **COMMUNITY UPDATES**
 - A. General Manager Updates
 1. Consideration of Café Management Services Tab 1
 1. Artemis Life Styles
 2. Real Manage
 3. Family Cuisine Bar & Grill
 4. Hospitality Capital Management & TIKI F&B LLC
 2. Consideration of 2nd Amendment to Amenity Management Agreement..... Tab 2
 - B. Aquatic Maintenance Updates
 1. Water Way Inspection Report..... Tab 3
5. **BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Board of Supervisors’ Minutes Held on July 11, 2025..... Tab 4
6. **BUSINESS ITEMS**
 - A. Ratification of District Items (Review) Tab 5
 1. Resolution 2025-16, Appointing District Manager & Fixing Compensation
 2. Resolution 2025-17, Appointing & Removing Officers
 3. Resolution 2025-18, Designating Bank Signatories
 4. Resolution 2025-19, Designating Primary Administrator Office & Headquarters
 5. Resolution 2025-20, Designating a Registered Agent & Registered Office
 - B. Discussion of Gym Hours of Operation
 - C. Consideration of Auditing Services Engagement Letter..... Tab 6
 - D. Consideration of Resolution 2025-21, Adopting FY 25/26 Meeting Schedule Tab 7
 - E. Public Hearing on Fiscal Year 2025/2026 Final Budget
 1. Consideration of Resolution 2025-22, Adopting FY 25/26

	Final Budget	Tab 8
F.	Public Hearing on Fiscal Year 2025/2026 Special Assessments	
	1. Consideration of Resolution 2025-23, Imposing Special Assessments	Tab 9
7.	SUPERVISOR REQUESTS & COMMENTS	
8.	ADJOURNMENT	

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (407) 472-2471.

Very truly yours,
Brian Mendes
Brian Mendes

Tab 1



July 23rd, 2025

Management Proposal

Prepared for
Solterra's Cafe Sol

Love where you live!

Proposed Management Services

Under this proposed model, the Solterra Resort CDD would secure and maintain ownership of the liquor license. Artemis Lifestyles would then act as the District's contracted management partner, responsible for all operational aspects of the food and beverage service.

Benefits to the District:

- **Ultimate Control & Risk Mitigation:** By holding the license, the District retains ultimate authority and direct oversight over this high-liability aspect of the amenity operation, ensuring all activities are conducted precisely to the Board's standards.
- **100% Revenue Capture:** The District would pay 100% of Cafe Sol's expenses and receive 100% of the gross revenue from all sales. This provides a direct, transparent, and potentially more lucrative revenue stream compared to a percentage-based fee, capturing the full upside of high-demand periods.
- **Simplified Partnership:** This structure allows each party to focus on its core strengths. The District controls the asset (the license), while Artemis Lifestyles provides our proven expertise in professional staffing, inventory management, point-of-sale operations, and first-class service delivery without the complexities of a landlord-tenant revenue-sharing model for this specific item.

Artemis Lifestyles would be responsible for ensuring all staff are properly trained and certified (e.g., TIPS certified, and ServSafe Classes) and that all service operations adhere strictly to the laws and regulations governed by the Florida Division of Alcoholic Beverages and Tobacco.

Partnership

- Artemis Lifestyles will staff and manage Cafe Sol for a flat fee of **\$2,000.00 per month**.
- We will levy our burden rate of **34% to all wages paid** to cover payroll taxes, benefits, insurance, and Human Resource Services.

Partnership in Future Enhancements:

Looking forward, our commitment extends beyond daily operations. We are positioned to help the District realize the full potential of its amenities. **When the time is right to renovate and elevate Café Sol, Artemis Lifestyles will leverage its relationships with industry leaders in food service design and construction.** We can act as the District's partner in overseeing a complete transformation, ensuring the project delivers maximum value and enhances the resident experience.

Revenue Share

Peak Season Target (Q2: April 1 - June 30 & Q1: Jan 1 - Mar 31)

Historical data shows quarterly revenue potential of \$260k - \$360k.

Tier 1 Target: \$250,000 in total gross revenue.

Result: If met, Artemis receives its standard management fee. The District retains 100% of the café's net profit.

Tier 2 Bonus: For all revenue between \$250,001 and \$325,000, Artemis will earn a 10% performance bonus on that portion of the sales.

Tier 3 Bonus: For all revenue exceeding \$325,000, Artemis will earn an accelerated 15% performance bonus on that portion of the sales.

Shoulder Season Target (Q3: July 1 - Sept 30)

This quarter typically includes strong summer traffic with a slight dip as school resumes.

Tier 1 Target: \$200,000 in total gross revenue.

Tier 2 Bonus: 10% bonus on revenue between \$200,001 and \$250,000.

Tier 3 Bonus: 15% bonus on revenue exceeding \$250,000.

Low Season Target (Q4: Oct 1 - Dec 31)

This is traditionally the slowest quarter, with a focus on efficiency and holiday events.

Tier 1 Target: \$120,000 in total gross revenue.

Tier 2 Bonus: 10% bonus on revenue between \$120,001 and \$150,000.

Tier 3 Bonus: 15% bonus on revenue exceeding \$150,000.

A Superior Financial Model for the District

This model represents a monumental financial improvement over the previous operator's agreement.

Previous Model (Feb-Apr): Total Profit was \$145,462 and the District was only due \$8,727.00

Artemis Partnership Model: The District would receive the entire \$145,462 profit (less our transparent management fee).

Team Incentives:

To make sure that everyone is fighting for the same common goal. **Artemis is committing 50% of any bonus earned to be paid to the on-site staff at Cafe Sol.** Bonus to be paid out as a portion of total hours worked.



Amendment to Lease Agreement

In accordance with the Lease Agreement for Café Operation with a Commencement date of August 1, 2018, between Solterra Community Development District, a local unit of special-purpose government establish pursuant to Chapter 190, Florida Statutes, and located in Polk County, Florida, and Evergreen Lifestyles Management, LLC, a Florida limited liability company, it is hereby understood that Section 24. Amendment addresses the right and ability to amend any provision of said contract when agreed to in writing by both Parties.

This amendment is being executed in order to change the following:

Section 4 RENT; OPERATING Costs, Paragraph (b) is hereby deleted in its entirety and replaced with the following: Tenant shall make quarterly payments to Landlord during the term of fifteen (15%) of revenue from its operation of the Cafe.

For purposes of determining Tenant's quarterly revenue, Tenant shall submit to Landlord all requisite sales information, as obtained from the Cash Register System (as defined herein), within thirty (30) days after the end of the quarter. Tenant shall subsequently submit to Landlord any payment due under this subsection within thirty (30) days after Tenant's submission of all requisite sales information. Tenant's failure to submit all requisite sales information or make any required payment within the aforementioned thirty (30) days, as described in this subsection, shall constitute a default on behalf of Tenant.

It is agreed that there are no other amendments or modifications to the Management Agreement and the amendment is approved by both parties as evidenced by their authorized signatures.

ASSOCIATION: _____	MANAGER: _____
Signature: _____	Signature: _____
Name: _____	Name: _____
Title: _____	Title: _____
Date: _____	Date: _____



Proposal to Solterra Resort

Family Cuisine Bar & Grill

EIN: 39-3086182

Family Cuisine Bar & Grill is a dynamic and inclusive dining concept designed to elevate the resort experience by offering high-quality, family-friendly meals in a welcoming atmosphere. Our vision is to provide guests with a vibrant and versatile culinary destination that blends comfort, hospitality, and fresh flavors in the open air.

Built around the values of connection, service, and flavor, Family Cuisine Bar & Grill caters to both resort guests and local homeowners by delivering delicious, approachable food options and personalized service. With a flexible setup ideal for poolside service, casual dining, and special events, we aim to become a cornerstone of the resort's culinary offerings—contributing to guest satisfaction, increasing dwell time, and enhancing overall resort value.

Operations Overview

- Summer Hours: 11:00 AM – 9:00 PM
- Winter Hours: 11:00 AM – 8:00 PM
- Poolside Service: Offered daily in alignment with the resort's schedule and guest activity
- Provide essential sundries such as sunscreen, pool towels, goggles, etc.

Team Structure

Total Staff: 12

- 3 Professionals Chefs
- 6 Servers trained in outdoor hospitality
- 1 Delivery Driver
- 1 Operations Manager (licensed F&B professional with 3+ years of resort dining experience)
- 1 Assistant Manager

Uniform Protocol

- Uniforms will match the resort's standard attire to ensure a cohesive, professional image for guests
- Name tags are required for all front-of-house staff

Delivery Capabilities

- On-site delivery to resort residences
- Integration with Uber Eats and DoorDash
- Proprietary website for online orders and promotions
- Offer catering for special occasions and private events

Homeowner Incentive

- Solterra homeowners receive an exclusive 20% discount to encourage loyalty and community engagement

Community Engagement & Events

Weekly Initiative

- Every Sunday at 12:00 PM: Complimentary popsicle distribution to resort guests
- Happy Hour: Monday–Thursday from 12:00 PM to 3:00 PM

Annual Signature Events

As part of our community's value proposition, Family Cuisine Bar & Grill will plan, fund, and execute two premier resort events annually, in collaboration with resort management:

1. Homeowner Appreciation Gala

An exclusive, elegant evening dedicated to Solterra's homeowners, featuring:

- A gourmet multi-course menu
- Upscale decor and live entertainment
- Full coverage of all expenses by Family Cuisine Bar & Grill (food, staffing, set-up, entertainment)

2. Luau-Themed Family Celebration

A fun, inclusive event designed for all guests and families:

- Tropical-inspired menu and beverages
- Live music and themed entertainment
- Fully funded and organized by Family Cuisine Bar & Grill

Financial Structure

- **Base Monthly Rent:** \$1,600
- **Revenue Share:** 8% of net profit (remitted monthly or quarterly)

Operating Expenses Plan (Monthly Estimate)

Category	Estimated Cost
Rent	\$1,600
Payroll (12 staff)	\$18,000
Food & Beverage Inventory	\$8,000
Maintenance & Supplies	\$750
Delivery Service Fees	\$500
Insurance & Licenses	\$600
Total Monthly Expenses	\$29,450

Note: These figures are estimates and may vary based on seasonal demand.

Maintenance Schedule

Daily

- Kitchen sanitation and grill station cleaning
- Surface disinfection in front-of-house areas
- Trash disposal

Weekly

- Deep clean of bar, lounge, and poolside areas
- Refrigeration and grill maintenance checks
- Inventory of stockroom and dry goods

Monthly

- Full pest control
- Appliance servicing (fryers, dishwashers, etc.)
- Maintenance of poolside trays and carts

Quarterly

- Fire safety and extinguisher inspections
- Deep cleaning of grease traps and exhaust systems
- Structural inspection of terrace coverings and bar awnings

Annually

- Full kitchen equipment audit and overhaul
- Uniform and branding updates
- Sustainability and waste management review

Conclusion

Family Cuisine Bar & Grill represents more than just a dining concept — it is an invitation to gather, connect, and create meaningful moments over great food and warm hospitality. We see a special opportunity to enrich Solterra Resort with a space that embodies casual elegance, exceptional service, and a genuine sense of community. It would be our honor to contribute to the resort's story, building lasting memories for every guest and resident we serve.

We sincerely appreciate the opportunity to present this proposal. We're excited about the potential to join forces and bring this vision to life.

Respectfully,
Family Cuisine Bar & Grill



Operating Hours

Open Daily | 11 AM- 9 PM

Address

5200 Solterra Blvd
Davenport, FL 33837



Appetizers

Mozzarella Sticks

6 served with marinara sauce

\$9

Beef Empanadas

6 served with ranch

\$9

Wings

5 Bone-in wings (Buffalo, BBQ or Original)

\$10

10 Bone-in wings (Buffalo, BBQ or Original)

\$16

Golden Shrimp

18 golden breaded pieces with tropical house sauce on the side

\$13

Loaded Fries

French fries drizzled with nacho cheese topped with chopped
bacon and ranch dressing

\$10 Small

\$13 Large

Loaded Nachos


Tortilla chips with nacho cheese, lettuce, tomato and jalapeño.
Add chicken or beef for \$3

\$10 Small

\$13 Large

Tax and 18% gratuity added to each check

Consumer Advisory: Consumption of undercooked meat, poultry, eggs, or seafood may increase the
risk of food-borne illnesses.





Fiesta Flavors

Cheese Quesadilla

Cheddar jack cheese

\$9

Chicken Quesadilla

Cheddar jack cheese and grilled chicken. Add bacon for \$2

\$13

Steak Quesadilla

Mozzarella cheese and Steak

\$15

TACOS

Trio served with lettuce and tomato

Chicken or Beef

Shrimp

\$13

\$15

Family Pizza Party

12" Cheese Pizza

\$11

12" Pepperoni Pizza

\$12

12" Bacon Pizza

\$12

12" Veggie Pizza



Mozzarella cheese, onions, peppers and olive

\$13

Add Chicken for \$3

Tax and 18% gratuity added to each check

Consumer Advisory: Consumption of undercooked meat, poultry, eggs, or seafood may increase the risk of food-borne illnesses.





Plates

All plates served with french fries

Angus Beef Burger

\$15

½lb fresh angus beef patty with american cheese, lettuce, tomato, onion and pickle. Add bacon for \$2

Grilled Chicken Sandwich

\$13

served with grilled chicken, mozzarella cheese, green peppers, onion on a Hoagie bread

Philly Cheesesteak

\$15

Served with sliced steak, mozzarella cheese, green peppers, onion on a Hoagie bread

Buffalo Chicken Wrap

\$13

served with breaded chicken tossed in buffalo sauce, lettuce, tomato, cheddar jack cheese, drizzled with a ranch dressing in a tortilla wrap

Grilled Chicken Caesar Wrap

\$13

served with grilled chicken, lettuce, parmesan cheese and caesar dressing in a tortilla wrap

Chicken Tenders

\$13

4 Tenders served with a choice of dipping sauce

Hot Dog

\$10

All beef hot dog. Add nacho cheese for \$2


Steak House

\$18

Served with side of salad

Tax and 18% gratuity added to each check

Consumer Advisory: Consumption of undercooked meat, poultry, eggs, or seafood may increase the risk of food-borne illnesses.





Kids' Corner

Chicken Tenders

\$10

2 Tenders served with fries and a 16oz drink

Hot Dog

\$8

All beef hot dog served with fries and a 16oz drink
Add nacho cheese for \$2

Mini Sliders

\$10

Mini Angus beef patty on a Hawaiian bun served with fries
and a 16 oz drink



Ice Cream

King Cone

Rocket Pop

Sponge Bob

Spider-man

Strawberry Shortcake

Twix

Snickers

Oreo Bar



Oreo Cone

Magnum

\$5 All

Tax and 18% gratuity added to each check

Consumer Advisory: Consumption of undercooked meat, poultry, eggs, or seafood may increase the risk of food-borne illnesses.





Soft Drinks

Coke

Sprite

Fruit Punch

Blue Powerade

Diet Coke

Raspberry Tea \$4

Orange Fanta

Tropical Sundown 12oz \$7

Mango, pineapple, orange juice with a splash of grenadine

Frozen Lemonade 12oz \$7

Strawberry, Mango, or Watermelon

Milkshakes 24oz \$10

Oreo, Vanilla, Strawberry, or Chocolate

Protein Boosters

Power Vanilla Shake \$12

Low-fat Milk, vanilla protein powder and ice



Berry Strong \$12

Strawberries, Blueberries, vanilla protein powder, Low-fat Milk and ice

Green Protein Boost \$12

Spinach, pineapple, vanilla protein powder, water and ice

Tax and 18% gratuity added to each check





Paradise Beverage

Frozen

Piña Colada

Frozen fruity delight with coconut and rum

\$10

Tropical Paradise Colada

Frozen fruity delight with coconut, rum, and a splash of strawberry

\$10

Strawberry Mango-Rita

Frozen Classic Rita with lime, mango, and strawberry, blended with tequila.

\$10

Strawberry Daiquiri

Vodka with Strawberry

\$10

On the Rocks

Dirty Arnold

Vodka, lemonade, and a splash of raspberry tea

\$10

Don't Blame Rio

Rum, pineapple, orange juice and a splash of blue raspberry

\$10

Tequila Sunrise

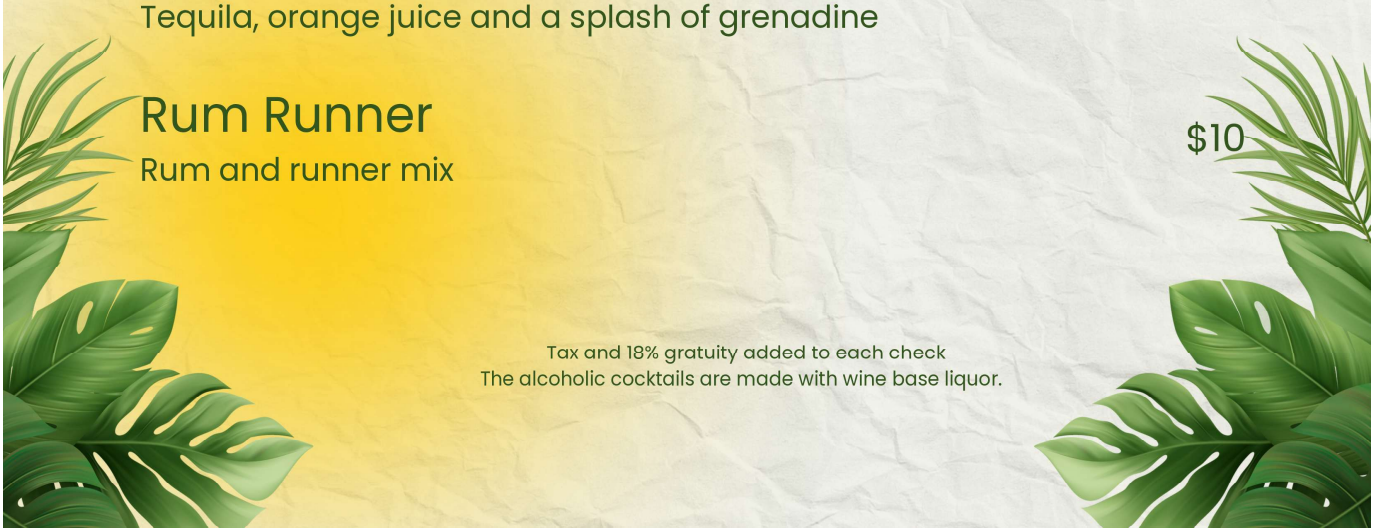
Tequila, orange juice and a splash of grenadine

\$10

Rum Runner

Rum and runner mix

\$10



Tax and 18% gratuity added to each check
The alcoholic cocktails are made with wine base liquor.



Paradise Beverage

On the Rocks

Mojito

Rum and mojito mix (Strawberry, mango, watermelon or original)

\$10

Margarita

Tequila, lime and margarita mix (Strawberry, mango or original)

\$10

Canned Beer

Corona Extra

Coors Light

Heineken

White Claw Raspberry

Corona Premier

Miller Lite

Twisted Tea

\$7

5-can Beer Bucket- Mix & Match

\$30

Draft Beer

Modelo

Blue Moon

Cigar City Jai Lai IPA

16OZ

24OZ

\$10

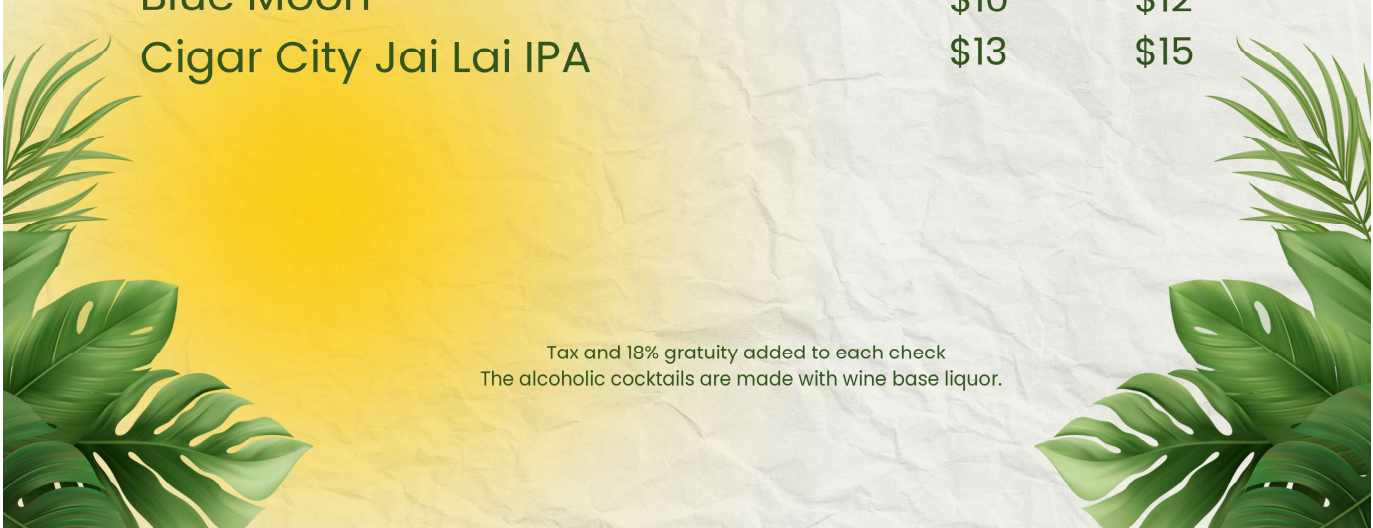
\$12

\$10

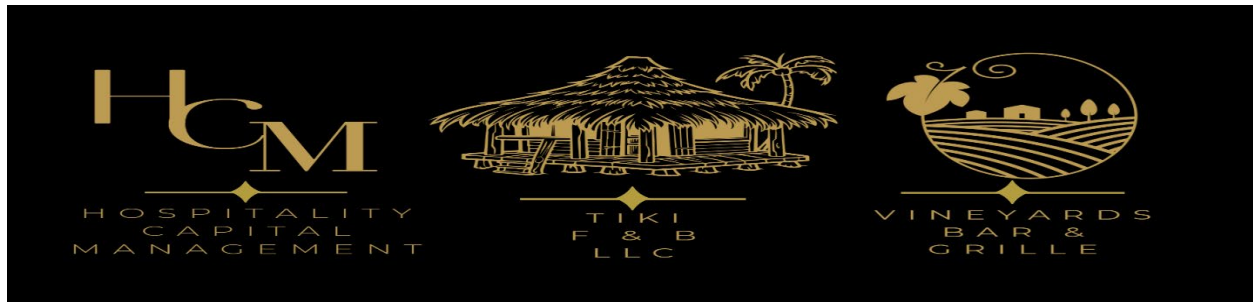
\$12

\$13

\$15



Tax and 18% gratuity added to each check
The alcoholic cocktails are made with wine base liquor.



Proposal for Operation of the District Café Facilities at Solterra Resort

Submitted by:

Hospitality Capital Management & TIKI F&B LLC

Jordan Silver | CEO

Mariah Norris | Managing Partner

Email: Jordan.SilverHCM@Outlook.com | Mariah.NorrisHCM@outlook.com

Phone: 772-643-1694

Authorized to operate in Polk County, Osceola County and the State of Florida

1. Proposed Operational Hours of the Café

We propose to operate the café daily, with hours concurrent with the amenity center's operational schedule. Our proposed hours are: - **Monday through Sunday:** 11:00 AM to 8:00 PM - We are committed to extending operating hours during peak seasons, holidays, and community events to accommodate increased demand and enhance guest experience.

2. Proposer's Capabilities

a. Catering Services:

Hospitality Capital Management has over 10 years of experience in hospitality and event catering. We provide catering services for private parties, HOA events, poolside functions, and holiday gatherings. We are equipped to handle events ranging from 20 to 200 guests.

b. Mobile Application Orders:

We utilize direct ordering via QR code-enabled menus and our proprietary point of sale system (Square) for internal community deliveries. Operational hours for mobile orders mirror café hours.

c. **Community Delivery:**

Food and beverage delivery can be applied throughout the community using golf carts for fast, efficient, and quiet service. Orders will be taken via mobile app or through the point-of-sale system.

d. **Poolside Delivery:**

We will operate a dedicated team member for poolside service and to the cabanas offering the full restaurant menu. Our team will rotate through scheduled pool walks and be easily identifiable in branded uniforms for fast, approachable service. This will be from 12:00 PM to 6:00 PM.

e. **Sundries Sales:**

We will maintain a retail section offering commonly requested sundries including:

- Sunscreen
- Towels
- Goggles
- Swim diapers
- Basic over-the-counter items

f. **Licensure:**

TIKI F&B LLC will hold all required local and state food licenses and 2COP License for on-premises consumption liquor license to provide beer, wine, and pre-mixed drinks.

3. Operating Expenses and Funding Plan

Hospitality Capital Management will fund all operational expenses using existing working capital, supplemented by revenue generated from ongoing operations at our other managed properties. Our budgeting approach accounts for seasonal fluctuations with both monthly and quarterly forecasting.

4. Labor Scheduling and Staffing Plan

We plan to staff the café with 3-4 employees depending on demand, cross-utilized between front-of-house and kitchen. - Uniforms: Branded polos with name tags and black or khaki pants or shorts. - Daily shifts covered from open to close with mid-day and closing staff overlap.

All staff will be required and will have food handlers certification and we will provided all the necessary staff training across all aspects of the operation.

5. Proposed Menu and Pricing

We will provide a poolside- and family-friendly menu that will rotate seasonally as well as special holiday menus that will run in contrast with clubhouse events and main restaurant menu.

Example Items & Pricing:

All American Smash Burger \$14

Chicken Caesar Wrap \$13

Chipotle Turkey Wrap \$12

Stacked Club Sandwich \$13

Onion Rings \$9

Quesadilla \$9

Kids Cheeseburger \$9

Kids Chicken Tenders \$9

Garden Salad \$10

Caesar Salad \$10

Draft Beer \$6-\$9

Canned beer \$5-\$8

Mixed cocktails & Frozen Cocktails \$12-\$16

Rum Punch Buckets \$15-\$18

Wine \$7-\$10

Soft drinks \$4

Coffee \$4

Discount: 20% off for residents with proof of address or amenity card.

Added 18% Automatic service charge added to all checks.

6. Maintenance and Sanitation Policies

We adhere to rigorous sanitation standards, including daily cleaning of all food-contact surfaces, floors, and waste disposal. Weekly deep-cleaning procedures and monthly

equipment inspections ensure compliance with local health codes and a safe dining environment

Cost-Sharing Model:

Minor equipment maintenance (under \$500): Covered by the Operator

Major equipment repairs (over \$500): Shared 50/50 between Operator and District (pending agreement)

New equipment purchases: Proposed to be funded by the district, maintained by the Operator

7. Rental and Revenue Proposal

- **Minimum Monthly Rent:** \$1,400 (inclusive of utilities)
- **Quarterly Revenue-Sharing Proposal:**
 - *\$40,000 - \$59,999: Additional \$750 to District*
 - *\$60,000 and above: Additional \$1,200 to District*
- 6% Quarterly revenue share from bottom line net profit to the district.

8. Qualifications and Experience

a. Company Overview & Experience

Hospitality Capital Management brings over 10 years of experience in food & beverage operations, resort hospitality, and amenity management throughout Central and South Florida. Our team has successfully operated and consulted on a variety of hospitality venues, consistently improving efficiency, guest satisfaction, and profitability.

b. Compliance

We Carry the necessary general liability insurance and liquor liability insurance to operate and will have a separate liability insurance policy for the café that falls within the HOA & districts needs.

c. Current Operations

We currently manage and operate:

- **Vineyards Bar & Grille at Tuscana Resort in Davenport, FL**



- **Solana Resort Clubhouse & Tiki Bar in Davenport, FL**

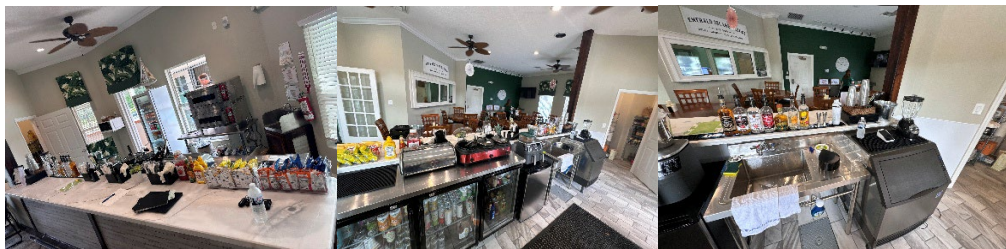


Both venues have demonstrated measurable growth in revenue, stronger community engagement, and improved operational structure under our leadership.

d. Experience

- **Emerald Island Resort – Kissimmee, FL**

Operated the Tiki Bar for 2 years and played a key role in designing the resort's current Tiki Bar model. We continue to consult with the HOA on staff training, event planning, product sourcing, and compliance with health department regulations.



- **Union Taproom – Winter Haven, FL**

From October 2023 to February 2024, our team led the build-out of Union Taproom's food operations, including:

- Kitchen design and equipment implementation
 - Menu development and pricing strategy
- Staff recruitment, onboarding, and training
 - Point-of-sale system integration
- Catering support and event service logistics



We thank you for the opportunity to present this proposal and for your thoughtful consideration of Hospitality Capital Management and Tiki F&B LLC as potential partners for the operation of the café at Solterra Resort.

We are confident that our experience, commitment to excellence, and proven track record in resort hospitality and food & beverage management make us well-positioned to elevate the café experience for residents and guests alike.

We look forward to the possibility of working together and contributing to the continued success and vibrancy of the Solterra community.

Our continued success across these diverse operations reflects our adaptability, operational knowledge, and dedication to hospitality excellence.

Submitted on: July 23, 2025

Submitted by:

Hospitality Capital Management & TIKI F&B LLC

Jordan Silver | CEO

Mariah Norris | Managing Partner

Email: Jordan.SilverHCM@Outlook.com | Mariah.NorrisHCM@outlook.com

Tab 2

**SECOND AMENDMENT TO AGREEMENT
FOR AMENITIES MANAGEMENT SERVICES
[GENERAL MANAGER SERVICES]**

THIS SECOND AMENDMENT (“**Second Amendment**”) is made and entered as of the 1st day of August 2025, by and between:

SOLTERRA RESORT COMMUNITY DEVELOPMENT DISTRICT, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, and located in Polk County, Florida, and whose mailing address is c/o Rizzetta & Company, Inc., 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614 (“**District**”); and

ARTEMIS LIFESTYLE SERVICES, LLC, a Florida limited liability company, with a mailing address of 1631 East Vine Street, Suite 300, Kissimmee, Florida 34744 (“**Amenity Management Company**”, and together with the District, “**Parties**”).

RECITALS

WHEREAS, the District and Amenity Management Company previously entered into that certain *Agreement for Amenities Management Services*, effective as of June 2, 2025, as amended (together with all amendments, the “**Agreement**”), incorporated herein by this reference; and

WHEREAS, pursuant to Section 11.S. of the Agreement, the Agreement may be amended by an instrument in writing executed by both Parties; and

WHEREAS, the District and Amenity Management Company now desire to amend the Agreement to include general manager services as part of the scope of Services, as defined in the Agreement, which services are described in **Exhibit A** hereto, and to provide for compensation related to the additional Services, and to provide for other administrative revisions to allow Amenity Manager to provide the Services in an effective and efficient manner; and

WHEREAS, the District and Amenity Management Company each represent that it has the authority to execute this Second Amendment and to perform its obligations and duties hereunder, and each has satisfied all conditions precedent to the execution of this Second Amendment so that this Second Amendment constitutes a legal and binding obligation of each party hereto.

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the Parties, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. RECITALS. The recitals stated above are true and correct and by this reference are incorporated herein and form a material part of this Second Amendment.

2. AFFIRMATION OF THE AGREEMENT. The District and Amenity Management Company agree that nothing contained herein shall alter or amend the Parties’ rights and obligations under the Agreement, except to the extent set forth in this Second Amendment. The

Agreement is hereby affirmed and continues to constitute a valid and binding agreement between the Parties.

3. AMENDMENTS. Pursuant to Section 11.S. of the Agreement, the District and Amenity Management Company agree to amend the Agreement as follows:

- A.** In addition to all Services authorized under the Agreement, the Amenity Management Company shall perform the additional general manager services (“**General Manager Services**”) as set forth at **Exhibit A** attached hereto. All references to Services in the Agreement shall include the General Manager Services described in **Exhibit A** to this Second Amendment.
- B.** Subsection E, “**GENERAL MANAGER SERVICES**” shall be added to Section 2, **SCOPE OF SERVICES**, shall read as follows:

“**E. GENERAL MANAGER SERVICES.** These services will be provided on a recurring monthly basis and are commonly referred to as the general manager services necessary for the efficient functioning of the community. A general description of these services is provided below; however, all persons performing the Services, as described herein and as more specifically set forth in **Exhibit A** of this Agreement, within the District will be employees of the Amenity Management Company. Amenity Management Company and the District each acknowledge and agree that persons performing services pursuant to this Agreement are not employees of the District under the meaning or application of any Federal or State Unemployment or Insurance Laws or otherwise.

- i. **GENERAL MANAGER SERVICES:** Amenity Management Company shall provide a general manager to perform the services outlined in this Agreement. These responsibilities include duties associated with performing general management tasks on District property. The general manager shall be available to any Board member for open and direct communication regarding any questions they may have.
- ii. **PERSONNEL:** To provide the Services, the Amenity Management Company shall employ at least one (1) general manager.
- iii. **COST SHARE AGREEMENT:** These General Manager Services are subject to that certain *Cost Share Agreement*, dated July 1, 2025 between the District and Solterra Resort Homeowners Association, Inc. (“**Cost Share Agreement**”). Pursuant to the Cost Share Agreement, the Solterra Resort Homeowners Association, Inc. and the District shall each be responsible for paying their proportionate share of the cost related to the General Manager Services. In the event the Cost Share Agreement is terminated, the District shall, in its sole discretion, have the ability to terminate this Agreement in whole or in part as it relates to the General Manager Services in accordance with the provisions set forth in Section 9 of this Agreement.”

- C. The chart included in Section 4, **COMPENSATION AND REIMBURSEMENT**, subsection A, shall be amended to include compensation for the General Manager Services as follows and be revised to read in its entirety as follows:

Personnel	Pricing
Amenity Manager	\$111,488.00
Resident Services Representative	\$100,339.20
Activities Coordinator	\$75,254.40
Aquatics Facilities Manager	\$97,552.00
Pool Monitor(s)	\$200,678.40
Activities Assistant	\$41,808.00
Maintenance Supervisor	\$97,552.00
Maintenance Tech	\$167,232.00
House Keeper(s)	\$50,169.60
Administrative Services	\$60,000.00
General Manager Services	\$167,500.00
Total Annual Compensation	\$1,169,573.60

- D. Section 7, **PROCUREMENT PROCEDURES**, subsection B.i. shall be revised in its entirety to read as follows:

“The District shall maintain a Petty Cash Account that shall hold monies not to exceed _____ Dollars and _____ Cents (\$_____.00) at any given time and that shall be established in such a manner to allow the Amenity Management Company, on behalf of the District, to write checks from the petty cash account. Alternatively, in its discretion, the District may provide the Amenity Manager with a District Petty Cash Credit Card with a _____ Dollar (\$_____.00) limit.”

- E. Section 7, **PROCUREMENT PROCEDURES**, subsection B.ii. shall be revised in its entirety to read as follows:

“No single purchase may exceed _____ Dollars (\$_____.00) from the Petty Cash Account or using the Petty Cash Credit Card without prior written approval from the District Manager.”

- F. Section 7, **PROCUREMENT PROCEDURES**, subsection B.iii. shall be revised in its entirety to read as follows:

“The spending limit for the Petty Cash Account and Petty Cash Credit Card may not exceed _____ Dollars and Zero Cents (\$_____.00) per month without prior written approval from the District Manager.”

- G. References to District manager and the mailing address of the same specified in Section 10, **NOTICES**, of the Agreement is amended as follows:

If to the District: Solterra Resort Community Development District
c/o Rizzetta & Company, Inc.
3434 Colwell Avenue, Suite 200
Tampa, Florida 33614
Attn: District Manager

- H. References to Public Records Custodian in Section 11, **GENERAL TERMS AND CONDITIONS**, subsection B, **PUBLIC RECORDS** is revised to reflect Rizzetta & Company, Inc. as the Public Records Custodian. The second paragraph of Section 11, **GENERAL TERMS AND CONDITIONS**, subsection B, **PUBLIC RECORDS** is revised in its entirety to read as follows:

“IF THE AMENITY MANAGEMENT COMPANY HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE AMENITY MANAGEMENT COMPANY’S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE PUBLIC RECORDS CUSTODIAN AT INFO@RIZZETTA.COM, BY MAIL AT 3434 COLWELL AVENUE, SUITE 200, TAMPA, FLORIDA 33614, OR BY PHONE AT (813) 514-0400.”

- I. **Exhibit A:** Scope of Services, of the Agreement, shall be amended to include the General Manager Services described in **Exhibit A** to this Second Amendment.

4. EFFECTIVE DATE. Provisions of this Second Amendment pertaining to the Amenity Management Company’s provision of General Manager Services and compensation as it relates to the same shall have an effective date of July 1, 2025. Section 3.H. and 3.G. of this Second Amendment shall have an effective date as of July 19, 2025. All other provisions of this Second Amendment shall be effective as of the date first written above.

[Signature page follows]

[Signature page to Second Amendment to Agreement for Amenities Management Services]

IN WITNESS WHEREOF, the Parties execute this Second Amendment the day and year first written above.

**SOLTERRA RESORT COMMUNITY
DEVELOPMENT DISTRICT**

Chairperson, Board of Supervisors

**ARTEMIS LIFESTYLE SERVICES,
LLC**, a Florida limited liability company

By: _____

Print: _____

Its: _____

Exhibit A: General Manager Services

Exhibit A **General Manager Services**

The Parties acknowledge and agree that the Scope of Services described in Exhibit A to the Agreement shall be further revised to include the following description of General Manager Services:

General Manager Services **Scope of Work and Job Description: General Manager – Solterra Resort**

Scope of Work: General Manager – Solterra Resort

Contracted by: Solterra Resort CDD & Solterra Resort HOA Inc.

Service Location: Solterra Resort, Davenport, FL

Reports to:

- HOA Board of Directors (for HOA responsibilities)
- CDD Board of Supervisors & District Manager (for CDD/Amenity responsibilities)
- Internal oversight via Artemis executive leadership

1. Objective:

To serve as the central point of coordination and oversight for all Solterra Resort operational matters, including HOA management and CDD-owned amenity management. The General Manager ensures compliance, facilitates communication between all stakeholders, oversees team performance, and expedites community projects and vendor deliverables.

2. Responsibilities Overview:

- Split responsibilities equally between HOA and CDD/Amenity operations (50%/50%)
- Supervise the following direct reports:
 - Assistant CAM and Administrative Assistant (HOA)
 - Amenity Manager and Maintenance Supervisor (Amenity/CDD)
- Ultimate oversight of all amenity staff and operations
- Act as the primary liaison between the HOA Board, CDD Board, District Manager, attorneys, and vendors
- Coordinate projects across both entities, determining correct jurisdiction (HOA vs. CDD) and optimal execution pathways
- Work with HOA and CDD legal counsel to ensure actions comply with Florida statutes and public/private governance rules
- Oversee and streamline vendor relations and project timelines
- Provide leadership guidance to onsite team to ensure consistent service delivery and guest/resident satisfaction

Tab 3



Solterra Resort CDD Aquatics

Inspection Date:

7/24/2025 11:34 AM

Prepared by:

Matt Goldrick

Account Manager

STEADFAST OFFICE:

WWW.STEADFASTENV.COM
813-836-7940

Inspection Report

SITE: 20

Condition: Excellent Great ✓Good Poor Mixed Condition Improving



Comments:

Left: April, Right: July

Minimal change in the last three months aside from higher lily density. Technicians have been spending more time treating for lilies on most ponds during regular visits and will continue to do so.

No algae or other nuisance grass growth observed.

<u>WATER:</u>	✗ Clear	Turbid	Tannic
<u>ALGAE:</u>	✗ N/A	Subsurface Filamentous	Surface Filamentous
		Planktonic	Cyanobacteria
<u>GRASSES:</u>	✗ N/A	Minimal	Moderate
			Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
	Torpedo Grass	Pennywort	Babytears
	Hydrilla	Slender Spikerush	Other: Water lilies

SITE: 21

Condition: Excellent Great ✓Good Poor Mixed Condition Improving



Comments:

Left: April, Right: July

Minimal change aside from lily growth. Treatments to control this will continue. No algae or other nuisance grass growth observed.

<u>WATER:</u>	✗ Clear	Turbid	Tannic
<u>ALGAE:</u>	✗ N/A	Subsurface Filamentous	Surface Filamentous
		Planktonic	Cyanobacteria
<u>GRASSES:</u>	✗ N/A	Minimal	Moderate
			Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
	Torpedo Grass	Pennywort	Babytears
	Hydrilla	Slender Spikerush	Other: Water lilies

Inspection Report

SITE: 22

Condition: Excellent ✓Great Good Poor Mixed Condition Improving



Comments:

Left: April, Right: July

This pond is still dry and growing terrestrial grasses. These will not survive when water levels rise.

<u>WATER:</u>	Clear	Turbid	Tannic	
<u>ALGAE:</u>	✗ N/A	Subsurface Filamentous	Surface Filamentous	
		Planktonic	Cyanobacteria	
<u>GRASSES:</u>	✗ N/A	Minimal	Moderate	Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	Slender Spikerush	Other:	

SITE: 23

Condition: Excellent Great ✓Good Poor Mixed Condition Improving



Comments:

Left: April, Right: July

Minimal change aside from lily growth. Treatments to control this will continue. No algae or other nuisance grass growth observed.

<u>WATER:</u>	✗ Clear	Turbid	Tannic	
<u>ALGAE:</u>	✗ N/A	Subsurface Filamentous	Surface Filamentous	
		Planktonic	Cyanobacteria	
<u>GRASSES:</u>	✗ N/A	Minimal	Moderate	Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	Slender Spikerush	Other: Water lilies	

Inspection Report

SITE: 24

Condition: Excellent Great ✓Good Poor Mixed Condition Improving



Comments:

Left: April, Right: July

Minimal change aside from lily growth. Treatments to control this will continue. No algae or other nuisance grass growth observed.

<u>WATER:</u>	✗ Clear	Turbid	Tannic
<u>ALGAE:</u>	✗ N/A	Subsurface Filamentous	Surface Filamentous
		Planktonic	Cyanobacteria
<u>GRASSES:</u>	✗ N/A	Minimal	Moderate
			Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
	Torpedo Grass	Pennywort	Babytears
	Hydrilla	Slender Spikerush	Other: Water lilies

SITE: 25

Condition: Excellent Great ✓Good Poor Mixed Condition Improving



Comments:

Left: April, Right: July

Minimal change aside from lily growth. Treatments to control this will continue. No algae or other nuisance grass growth observed.

<u>WATER:</u>	✗ Clear	Turbid	Tannic
<u>ALGAE:</u>	✗ N/A	Subsurface Filamentous	Surface Filamentous
		Planktonic	Cyanobacteria
<u>GRASSES:</u>	✗ N/A	Minimal	Moderate
			Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
	Torpedo Grass	Pennywort	Babytears
	Hydrilla	Slender Spikerush	Other: Water lilies

Inspection Report

SITE: 26

Condition: Excellent ☒Great Good Poor Mixed Condition Improving



Comments:

Left: April, Right: July

Small patches of grasses have appeared. These will be addressed by a technician during the next routine maintenance event.
No algae growth observed.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic	
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	Subsurface Filamentous	Surface Filamentous	
		Planktonic	Cyanobacteria	
<u>GRASSES:</u>	N/A	<input checked="" type="checkbox"/> Minimal	Moderate	Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	<input checked="" type="checkbox"/> Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	Slender Spikerush	Other:	

SITE: 27

Condition: Excellent Great Good ☒Poor Mixed Condition Improving



Comments:

Left: April, Right: July

Full coverage of planktonic algae and a narrow ring of filamentous around the perimeter. A technician will employ an algaecide mix designed for growth like this next visit. Any nuisance grasses present will also be addressed.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic	
<u>ALGAE:</u>	N/A	Subsurface Filamentous	<input checked="" type="checkbox"/> Surface Filamentous	
		<input checked="" type="checkbox"/> Planktonic	Cyanobacteria	
<u>GRASSES:</u>	N/A	<input checked="" type="checkbox"/> Minimal	Moderate	Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	Slender Spikerush	Other:	

Inspection Report

SITE: 28

Condition: Excellent Great Good Poor ✓Mixed Condition ✓Improving



Comments:

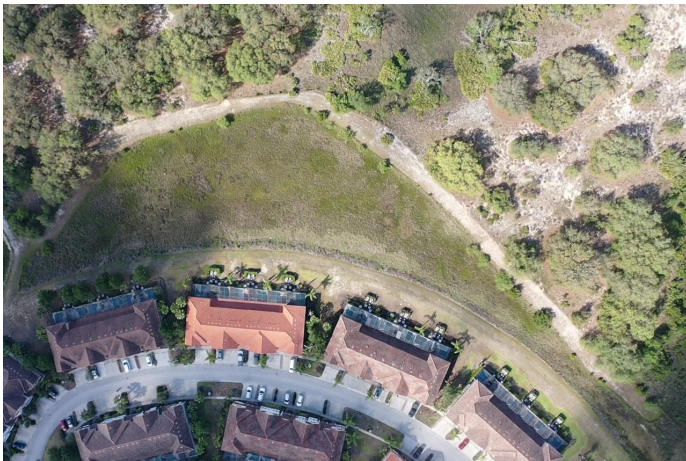
Left: April, Right: July

Surface algae is decreasing. We have found "orange algae" like this is actually a bacterium and it responds better to peroxide-based algacides rather than the standard formula. We have one of these on hand now and will implement it next visit to further reduce growth.

<u>WATER:</u>	✗ Clear	Turbid	Tannic
<u>ALGAE:</u>	N/A	Subsurface Filamentous	✗ Surface Filamentous
		Planktonic	Cyanobacteria
<u>GRASSES:</u>	✗ N/A	Minimal	Moderate
<u>NUISANCE SPECIES OBSERVED:</u>			Substantial
	Torpedo Grass	Pennywort	Babytears
	Hydrilla	Slender Spikerush	Other:
			Chara

SITE: 29

Condition: Excellent ✓Great Good Poor Mixed Condition Improving



Comments:

Left: April, Right: July

This pond is still dry and growing terrestrial grasses. These will not survive once water returns to the pond.

<u>WATER:</u>	Clear	Turbid	Tannic
<u>ALGAE:</u>	✗ N/A	Subsurface Filamentous	Surface Filamentous
		Planktonic	Cyanobacteria
<u>GRASSES:</u>	✗ N/A	Minimal	Moderate
<u>NUISANCE SPECIES OBSERVED:</u>			Substantial
	Torpedo Grass	Pennywort	Babytears
	Hydrilla	Slender Spikerush	Other:
			Chara

MANAGEMENT SUMMARY



With the passing of the summer solstice, we are currently in the longest, hottest part of the year, the height of Summer. As such, algae and vegetation is growing as rapidly as possible. At this time of year, it will be a cyclical battle against these forces until more frequent rainfall or cooler temperatures bring relief with the onset of Fall. It should be noted that more frequent rainfall is likely in the coming weeks. Should this be the case, the pond's appearance will improve dramatically as algae is pelted down after treatment and fill ponds, and circulate water, resetting the pond's biology.

During today's visit, most ponds were in good or better condition. Shoreline grasses were minimal and algae was only noted in small amounts. The majority of surface algae will decay following our next treatment.

Routine treatments will continue to maintain the appearance & health of the ponds as we make our way through the height of the growing season.

RECOMMENDATIONS

Continue to treat ponds for algae, administer follow-ups to ponds experiencing extended decay times.

Administer treatments to any nuisance grasses growing along exposed shorelines and within beneficial plants.

Continue to apply treatment to overgrown littoral areas.

Avoid over treating ponds, to prevent fish kills or toxic blooms.

Stay alert for debris items that find their way to the pond's shore.

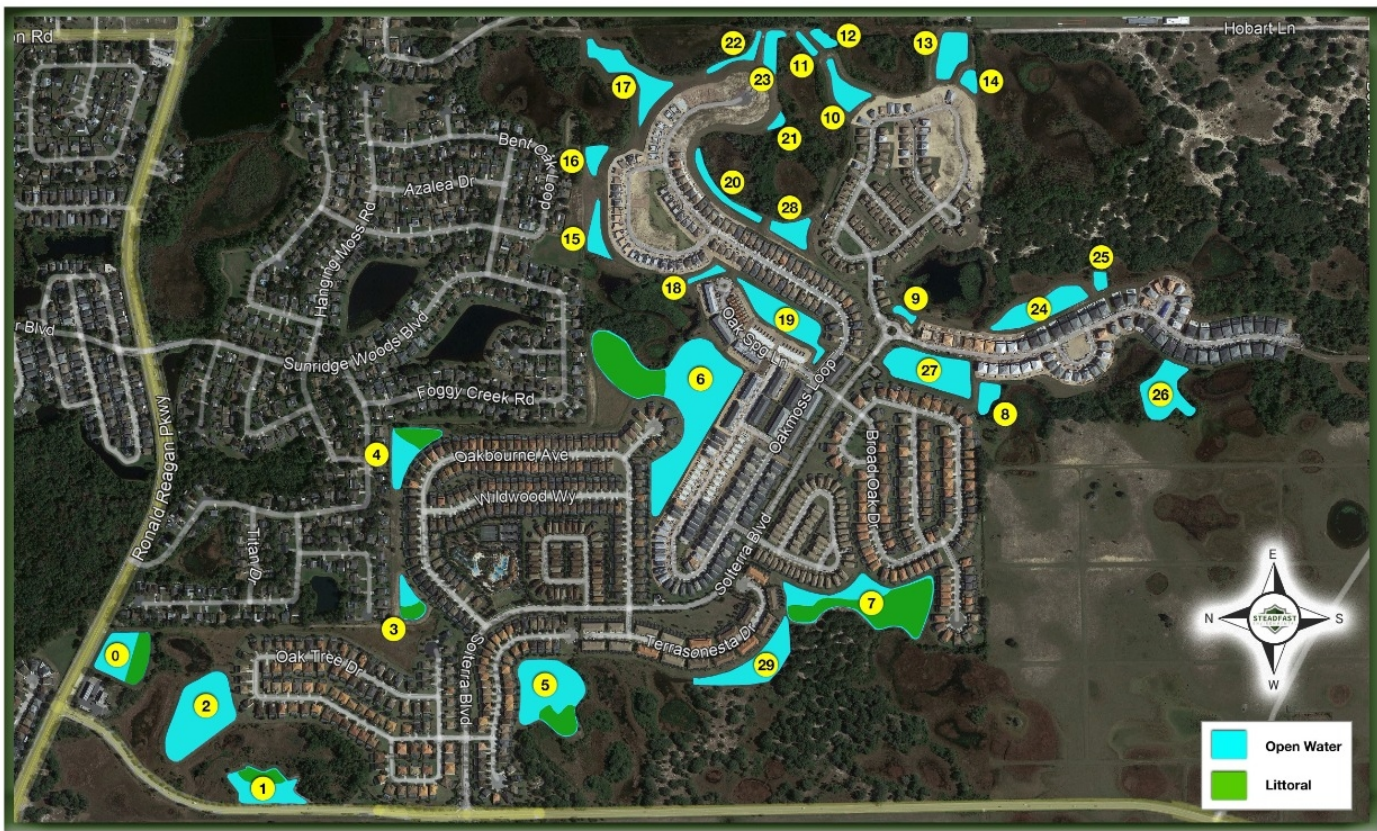
Thank you for choosing Steadfast Environmental!

MAINTENANCE AREA



SOLTERRA RESORT CDD
Solterra Blvd, Davenport

Gate Code:



Tab 4

A. Consideration of Seat 1 Supervisor Appointment

Ms. Wienker expressed her interest in filling the Seat 1 vacancy. Discussion ensued.

On a MOTION by Mr. Voisard, SECONDED by Ms. Higham, WITH ALL IN FAVOR, the Board nominated Karan Wienker to fill Seat #1 for the remainder of the term, for the Solterra Resort Community Development District.

1. Exhibit 1: Administration of Oaths of Office and Code of Conduct

Mr. Jeskewich administered the oath of office to Ms. Wienker.

2. Review of Sunshine and Public Records Laws

Ms. Hancock provided an overview of the sunshine and public records laws.

B. Exhibit 2: Consideration and Adoption of **Resolution 2025-13, Designating Officers**

The officers were appointed to the following roles:

Supervisor Meert – Chairman

Supervisor Higham – Vice Chair

Supervisor Voisard – Assistant Secretary

Supervisor Neelam – Assistant Secretary

Supervisor Wienker – Assistant Secretary

On a MOTION by Mr. Voisard, SECONDED by Ms. Wienker, WITH ALL IN FAVOR, the Board adopted **Resolution 2025-13, Designating Officers**, for the Solterra Resort Community Development District.

FOURTH ORDER OF BUSINESS – Reports

A. District Engineer

1. Discussion on Front Entrance Options

Mr. Woodcock presented the research completed for the project and options described in his report to the Board. Discussion ensued regarding the options as well as the technological issues at the entrance preventing a smoother entrance for residents and guests.

On a MOTION by Mr. Voisard, SECONDED by Ms. Higham, WITH ALL IN FAVOR, the Board approved onsite staff to improve IT for better traffic flow, at a not-to-exceed of \$4,000.00, for the Solterra Resort Community Development District.

Mr. Woodcock was excused from the meeting at 1:15 p.m.

B. Café Management

Ms. Crespo announced her resignation from RealManage, and introduced her replacement, Evan Hernandez. Discussion ensued regarding the Board's displeasure with the decision.

On a MOTION by Mr. Voisard, SECONDED by Ms. Higham, WITH ALL IN FAVOR, the Board approved the Café Management RFP, for the Solterra Resort Community Development District.

The meeting recessed at 1:29 p.m. and resumed at 1:40 p.m.

Supervisor Voisard left the meeting at 1:39 p.m.

The meeting moved to the Fifth Order of Business – Amenity Policy and Rules, at this time.

C. Security Management

A representative was not present.

D. Exhibit 3: Landscape Maintenance

Mr. Witman provided a general update.

The following proposals were not considered in the order that they were presented.

Discussion ensued regarding the various proposals and plans for landscaping within the community.

1. Consideration of Yellowstone Proposals

- a. Exhibit 4: #560743 Install 1033 yd³ Coco Brown Landscape Mulch - \$61,980.00

This item was tabled until further notice.

- b. Exhibit 5: #576174 Trim 156 Sabal Palms at Pool and Lazy River - \$10,685.22

This item was tabled until further notice.

- c. Exhibit 6: #571309 Remove Excess Mulch From Pool and Lazy River Landscape Beds - \$5,450.00

This item was tabled until further notice.

- d. Exhibit 7: #522035 Clear Vegetation from Chain Link Fence Between Oak Tree Drive and Sunridge Woods - \$709.99 – *Previously Presented [Struck - HOA Addressed at No Cost to District]*

This item was tabled until further notice.

- e. Exhibit 8: #567138 Volleyball Sand Rake/Drag Mat - \$641 per Visit

This item was tabled until further notice.

- f. Walk-On Exhibit B: #578614 June Irrigation Repairs - \$625.85

On a MOTION by Ms. Wienker, SECONDED by Mr. Meert, WITH ALL IN FAVOR, the Board approved the Yellowstone proposal #578614 June Irrigation Repairs, in the amount of \$625.85, for the Solterra Resort Community Development District.

- g. Walk-On Exhibit C: #578563 Relocate 2 Irrigation Valve Boxes at Solterra Springs Entrance - \$1,088.82

On a MOTION by Ms. Wienker, SECONDED by Mr. Meert, WITH ALL IN FAVOR, the Board approved the Yellowstone proposal #578563 Relocate 2 Irrigation Valve Boxes at Solterra Springs Entrance, in the amount of \$1,088.82, for the Solterra Resort Community Development District.

- h. Walk-On Exhibit D: #578552 Replace Sod at Entrance - \$4,135.00

This item was tabled until further notice.

- i. Walk-On Exhibit E: Discussion on Options for Pool Beautification (*Higham*)

- i. Pool Planters

This item was tabled until further notice.

- 115 A) Option 1 #577639 - \$1,916.50 (R1)
116 B) Option 2 #577649 - \$5,903.00 (R2)
117 ii. Pool Area
118 This item was tabled until further notice.
119 A) Option 1 #577676 - \$2,415.00 (R3)
120 B) Option 2 #577655 - \$4,936.00 (R4)
121
122 iii. Pool Slide Bed A#577686 - \$681.25 (R5)
123 This item was tabled until further notice.
124 iv. Pool Slide Bed B #577691 - \$920.50 (R6)
125 This item was tabled until further notice.
126 v. Pool Slide Bed C #577723 - \$973.00 (R7 & 8)
127 This item was tabled until further notice.
128 vi. Pool Beds #577726 - \$1,344.00 (R9 & 10)
129 This item was tabled until further notice.
130 vii. Pool Restroom Planters #577744 - \$1,841.00 (R11)
131 This item was tabled until further notice.
132 viii. Pool Gravel Planter
133 This item was tabled until further notice.
134 A) Option 1 #577749 - \$1,104.50 (R12)
135 B) Option 2 #577764- \$2,357.00 (R13)

136 E. Exhibit 9: Amenity Management

137 1. Exhibit 10: Consideration of Spies Pump With Strainer Replacement Proposals

138 Mr. Bullins presented the two options and provided his recommendation to the Board.

139 a. 20HP Goulds - \$17,995.00

140 On a MOTION by Mr. Voisard, SECONDED by Mr. Meert, WITH ALL IN FAVOR, the Board approved
141 the Spies Pump with Strainer Replacement proposal option 20HP Goulds, in the amount of \$17,995.00, for
142 the Solterra Resort Community Development District.

143 b. 20HP Sta-Rite - \$21,695.00

144 F. Aquatic Maintenance

145 A representative was not present.

146 G. District Counsel

147 On a MOTION by Mr. Meert, SECONDED by Ms. Wienker, WITH ALL IN FAVOR, the Board amended
148 **Resolution 2025-20**, per the request of District Counsel, for the Solterra Resort Community Development
149 District.

Ms. Hammock informed the Board of recent legal charges against a Board member from another Board in recent days. Discussion ensued regarding the limits on District discussions within the Sunshine Law.

H. District Manager

1. "Townhall" Workshop Scheduled for July 17, 2025 at 6:00 p.m.

The meeting moved to the Ninth Order of Business – Consent Agenda, at this time.

FIFTH ORDER OF BUSINESS – Amenity Policy and Rules

A. Amended Amenity Policy and Rules Public Hearing

1. Open the Public Hearing

On a MOTION by Ms. Higham, SECONDED by Mr. Meert, WITH ALL IN FAVOR, the Board opened the Amended Amenity Policy and Rules Public Hearing at 1:40 p.m., for the Solterra Resort Community Development District.

a. Exhibit 12: Presentation of Amended Amenity Policy and Rules

b. Public Comments

There being none, the next item followed.

2. Close the Public Hearing

Supervisor Voisard rejoined the meeting at 1:41 p.m.

On a MOTION by Mr. Meert, SECONDED by Ms. Higham, WITH ALL IN FAVOR, the Board closed the Amended Amenity Policy and Rules Public Hearing at 1:41 p.m., for the Solterra Resort Community Development District.

B. Exhibit 13: Consideration and Adoption of Resolution 2025-14, Adopting Amended Amenity Policy and Rules

Ms. Hammock provided a brief overview of the proposed changes.

On a MOTION by Mr. Meert, SECONDED by Mr. Voisard, WITH ALL IN FAVOR, the Board adopted **Resolution 2025-14, Adopting Amended Amenity Policy and Rules**, for the Solterra Resort Community Development District.

SIXTH ORDER OF BUSINESS – Parking and Parking Enforcement Policy

A. Amended Parking Rules Public Hearing

1. Open the Public Hearing

On a MOTION by Ms. Higham, SECONDED by Mr. Neelam, WITH ALL IN FAVOR, the Board opened the Amended Parking Rules Public Hearing at 1:45 p.m., for the Solterra Resort Community Development District.

a. Exhibit 14: Presentation of Amended Parking and Parking Enforcement Rules

b. Public Comments

Ms. Hammock explained the two options provided in the amended policies. Discussion ensued.

2. Close the Public Hearing

On a MOTION by Mr. Voisard, SECONDED by Ms. Higham, WITH ALL IN FAVOR, the Board closed the Amended Parking Rules Public Hearing at 1:55 p.m., for the Solterra Resort Community Development District.

B. Exhibit 15: Consideration and Adoption of **Resolution 2025-15, Adopting Amended and Restated Rules Relating to Parking and Parking Enforcement**

On a MOTION by Mr. Voisard, SECONDED by Ms. Higham, WITH ALL IN FAVOR, the Board adopted **Resolution 2025-15, Adopting Amended and Restated Rules Relating to Parking and Parking Enforcement** with option 2 approved, for the Solterra Resort Community Development District.

The meeting moved to Item C under the Seventh Order of Business – District Manager RFP, at this time

SEVENTH ORDER OF BUSINESS – District Manager RFP (Informal)

A. Consideration of Responses to Informal District Manager Request for Proposals

On a MOTION by Mr. Voisard, SECONDED by Ms. Higham, WITH ALL IN FAVOR, the Board approved waiving all variances for not meeting all of the requirements, for the Solterra Resort Community Development District.

1. Exhibit 16: Artemis Lifestyles Services

Mr. Warren and Ms. Roswell presented the proposal to the Board. Discussion ensued with the proposer.

Discussion ensued among the Board members with a request for audience comments after the proposer left the room. Mr. Boyle provided his input on the matter.

2. Exhibit 17: Inframark

Ms. Golden presented the proposal to the Board. Discussion ensued.

Discussion ensued among the Board members after the proposer left the room.

3. Exhibit 18: Rizzetta and Company

Representatives from Rizzetta presented the proposal to the Board. Discussion ensued.

Discussion ensued among the Board members with a request for audience comments after the proposer left the room. Joe, Devon, and Karan all provided their input.

Further discussion ensued with Rizzetta regarding whether they would be willing to price match with Inframark and confirm the meeting time limit. Inframark was also asked if they confirm the meeting time limit to be 5 hours, and to not charge extra.

The Board continued their discussion regarding the three proposal options.

On a MOTION by Mr. Voisard, SECONDED by Ms. Higham, WITH Mr. Meert and Mr. Neelam voting 'nay', the Board's vote to appoint Rizzetta as District Manager failed due to a tie, for the Solterra Resort Community Development District.

The Board continued to discuss the options. Karan and Devon both expressed their opinions regarding the options.

On a MOTION by Mr. Voisard, SECONDED by Ms. Higham, WITH ALL IN FAVOR, the Board appointed Rizzetta as District Manager effective as of July 19, 2025, for the Solterra Resort Community Development District.

The meeting recessed at 12:01 p.m. and resumed at 12:11 p.m.

The meeting moved back to the Third Order of Business – Seat 1 Vacancy, at this time.

B. Exhibit 19: Consideration and Adoption of **Resolution 2025-16, Appointing District Manager and Fixing Compensation Effective July 19, 2025**

On a MOTION by Mr. Voisard, SECONDED by Mr. Meert, WITH ALL IN FAVOR, the Board adopted **Resolution 2025-16, Appointing District Manager and Fixing Compensation Effective July 19, 2025**, for the Solterra Resort Community Development District.

The meeting moved back to Item D under the Fourth Order of Business – Reports, at this time.

C. Exhibit 20: Consideration and Adoption of **Resolution 2025-17, Appointing and Removing Officers Effective July 19, 2025**

On a MOTION by Mr. Voisard, SECONDED by Ms. Higham, WITH ALL IN FAVOR, the Board adopted **Resolution 2025-17, Appointing and Removing Officers Effective July 19, 2025**, for the Solterra Resort Community Development District.

D. Exhibit 21: Consideration and Adoption of **Resolution 2025-18, Designating Bank Signatories Effective July 19, 2025**

On a MOTION by Mr. Voisard, SECONDED by Mr. Neelam, WITH ALL IN FAVOR, the Board adopted **Resolution 2025-18, Designating Bank Signatories Effective July 19, 2025**, for the Solterra Resort Community Development District.

E. Exhibit 22: Consideration and Adoption of **Resolution 2025-19, Designating Primary Administrative Office and Primary Headquarters Effective July 19, 2025**

On a MOTION by Mr. Voisard, SECONDED by Mr. Meert, WITH ALL IN FAVOR, the Board adopted **Resolution 2025-19, Designating Primary Administrative Office and Primary Headquarters Effective July 19, 2025**, for the Solterra Resort Community Development District.

F. Walk-on Exhibit F: Consideration and Adoption of **Resolution 2025-20, Registered Agent and Registered Office Effective July 19, 2025**

On a MOTION by Mr. Voisard, SECONDED by Mr. Neelam, WITH ALL IN FAVOR, the Board adopted **Resolution 2025-20, Registered Agent and Registered Office Effective July 19, 2025**, for the Solterra Resort Community Development District.

The meeting moved back to Item B under the Seventh Order of Business – District Manager RFP, at this time.

EIGHTH ORDER OF BUSINESS – Supervisor Requests

A. Discussion on Amenity Upgrade Plan

This item was tabled to the townhall.

B. Discussion on Reassignment of Liaison Roles and Community Feedback Reporting

This item was tabled until further notice.

NINTH ORDER OF BUSINESS – Consent Agenda

A. Exhibit 23: Consideration and Approval of the Minutes of the Board of Supervisors Workshop Held June 6, 2025

B. Exhibit 24: Consideration and Acceptance of the May 2025 Unaudited Financial Report

C. Exhibit 25: Ratification of Spies Lazy River Thruster Pump Repair - \$1,395.00

On a MOTION by Ms. Higham, SECONDED by Mr. Meert, WITH ALL IN FAVOR, the Board approved the Consent Agenda Items A, B, and C, for the Solterra Resort Community Development District.

Supervisor Voisard provided the security update, specifically at the entrance.

TENTH ORDER OF BUSINESS – Closed Session (*No Action Will Be Taken During the Closed Session*)

There was no shade session at this meeting.

A. Discussion on District Security Matters

ELEVENTH ORDER OF BUSINESS – Security Matters

A. Ratification of Insyte Access Equipment Proposal - \$576.60

On a MOTION by Mr. Voisard, SECONDED by Mr. Meert, WITH ALL IN FAVOR, the Board ratified the Insyte Access Equipment proposal, in the amount of \$576.60, for the Solterra Resort Community Development District.

TWELFTH ORDER OF BUSINESS – Next Quorum Check: Friday, August 1, 2025 at 10:00 a.m.

All five Board members present stated that they would be attending the August 1 Board meeting.

THIRTEENTH ORDER OF BUSINESS – Action Items Summary

FOURTEENTH ORDER OF BUSINESS – Adjournment

Mr. Jeskewich asked for final questions, comments, or corrections before requesting a motion to adjourn the meeting. There being none, Mr. Voisard made a motion to adjourn the meeting.

On a MOTION by Mr. Voisard, SECONDED by Ms. Higham, WITH ALL IN FAVOR, the Board adjourned the meeting at 3:03 p.m. for the Solterra Resort Community Development District.

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

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on August 1, 2025.

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Signature

Signature

Printed Name

Printed Name

300 **Title:** ☐ **Secretary** ☐ **Assistant Secretary**

Title: ☐ **Chairman** ☐ **Vice Chairman**

Tab 5

RESOLUTION 2025-16

A RESOLUTION OF THE BOARD OF SUPERVISORS OF SOLTERRA RESORT COMMUNITY DEVELOPMENT DISTRICT APPOINTING AND FIXING THE COMPENSATION OF THE DISTRICT MANAGER; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Solterra Resort Community Development District ("District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Polk County, Florida; and

WHEREAS, pursuant to Section 190.007(1), *Florida Statutes*, the Board of Supervisors of the District ("Board") desires to employ and fix compensation of a District Manager; and

WHEREAS, the Board has determined that the appointment of a District Manager is necessary, appropriate, and in the District's best interests; and

WHEREAS, the Board desires to appoint a District Manager and to provide compensation for their services.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF SOLTERRA RESORT COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. Rizzetta & Company Inc. is appointed as District Manager effective as of July 19, 2025, and shall be compensated for their services in such capacity in the manner prescribed in the agreement incorporated herein by reference as **Exhibit A**.

SECTION 2. This authorization shall be continuing in nature until revoked by the District.

SECTION 3. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 11TH DAY OF JULY 2025.

ATTEST:


Secretary / Assistant Secretary

**SOLTERRA RESORT COMMUNITY
DEVELOPMENT DISTRICT**

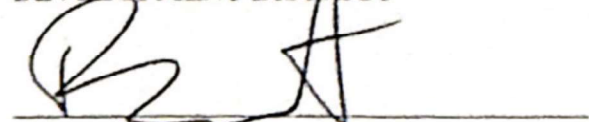

Chairperson, Board of Supervisors

Exhibit A: District Management Fee Agreement

Exhibit A
District Management Fee Agreement

[See following pages]

CONTRACT FOR PROFESSIONAL DISTRICT MANAGEMENT SERVICES

DATE: July 19, 2025

BETWEEN: **RIZZETTA & COMPANY, INC.**
3434 Colwell Avenue
Suite 200
Tampa, Florida 33614

(Hereinafter referred to as "**District Manager**")

AND: **SOLTERRA RESORT COMMUNITY DEVELOPMENT DISTRICT**
3434 Colwell Avenue
Suite 200
Tampa, Florida 33614

(Hereinafter referred to as "**District**," and together with District Manager, the "**Parties**.")

PURPOSE; SCOPE OF SERVICES:

- I. The purpose of this contract for professional district management services (hereinafter referred to as "**Contract**") is for District Manager to provide professional district management services to the District pursuant to Chapter 190, Florida Statutes. A brief description of these services is provided below and a detailed description is provided in **Exhibit A** to this Contract.

A. STANDARD ON-GOING SERVICES. The District Manager shall provide the following Standard On-Going Services to the District pursuant to this Contract:

- i. **Management** - services include the conducting of one (1) five (5) hour board meeting per month, one (1) budget workshop per year, overall administration of District functions, and all required state and local filings, preparation of annual budget, purchasing and risk management;
- ii. **Administrative** - services include support for the District Management function, recording and preparation of meeting minutes, records retention and maintenance in accordance with Chapter 119, Florida Statutes, and the District's adopted Rules of Procedure, preparation and delivery of agenda;
- iii. **Accounting** - services include the preparation and delivery of the District's financial statements in accordance with Governmental Accounting Standards, accounts payable and accounts receivable functions, asset



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tracking, investment tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity.

- iv. **Financial & Revenue Collection** - services include all functions necessary for the timely billing, collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. These services include, but are not limited to, assessment roll preparation and certification, direct billings and funding request processing as well as responding to property owner questions regarding District assessments
- v. **Continuing Disclosure** – serve as the District's Dissemination Agent and provides such duties as required per the District's Continuing Disclosure Agreements and compliance with the Securities and Exchange Commission's Rule 15c2-12(b)(5) for all series of bonds requiring such services.
- vi. **Website Management and Email Hosting** – services associated with managing the content of the District's website in compliance with Chapter 189.069, Florida Statutes and hosting of supervisor email accounts.

B. TIME FRAME. The Standard On-Going Services shall be provided on a monthly basis as detailed in this Contract.

II. ADDITIONAL SERVICES. In addition to the Standard On-Going Services described above, or in any addendum executed between the Parties, the District may, from time to time, require additional services from the District Manager. Any services not specifically provided for in the scope of services above, or necessary to carry out the services as described herein, as well as any changes in the scope requested by the District, shall be considered additional services. Such additional services may include, but are not limited to:

- Meetings: Extended meetings (beyond five (5) hours in length), continued meetings, special/additional meetings (not including annual budget workshop);
- Financial Reports: Modifications and certifications to special assessment allocation report; true-up analysis;
- Bond Issuance Services: preparation of the special assessment allocation report, testimony at the required bond validation court hearing, certifications, closing documents and statutorily required mailings
- Electronic communications/e-blasts;
- Special requests;
- Amendment to District boundary;
- Grant Applications;
- Escrow Agent;
- Continuing Disclosure/Representative/Agent;
- Community Mailings, e.g. memos, notifications of rules changes, operations and maintenance assessment notices, etc.;
- Public Records Requests that are extensive in nature, as defined by District's



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adopted Rules of Procedure.

If any additional services are required or requested, the District Manager shall provide a detailed description of these services and fees for such services to the District for approval prior to beginning any additional services. The District Manager shall undertake the additional services after the District has issued its written approval, as evidenced by a vote of the Board of Supervisors, of the description and fees for such services to the District Manager.

III. LITIGATION SUPPORT SERVICES. Upon the District's request, the District Manager shall prepare documentation in response to litigation requests and provide necessary expert testimony in connection with litigation involving the subject matter of this Contract. If the District requires or requests any litigation support services, the District Manager shall provide a detailed description of the services and fees for such services to the District for approval prior to beginning any litigation support services. The District Manager shall undertake the litigation support services after the District has issued its written approval of the description and fees for such services to the District Manager.

IV. ADDITIONAL SERVICES PROVIDED TO THIRD PARTIES. These are services requested by third parties such as homeowners, realtors, investors or members of the media. Such services may include, but are not limited to, estoppel letters, bond prepayment processing, and litigation support. The third party requesting such services shall be responsible for the payment of any fees charged by District Manager for providing those services to the extent authorized by law and the District's Rules of Procedure.

V. TERM. The District Manager's services as provided in this Contract shall commence upon execution of this Contract. This Contract shall automatically renew annually unless terminated pursuant to its terms. The District Manager acknowledges that the prices of this Contract are firm and that the District Manager may change the prices only with the District's written consent as evidenced by a vote of the Board of Supervisors. All prior agreements between the parties with respect to the subject matter of this Contract are terminated upon the execution of this Contract.

VI. FEES AND EXPENSES; PAYMENT TERMS.

A. FEES AND EXPENSES.

- i. A schedule of fees for the services described in Sections I, II, III, and IV of this Contract is shown in **Exhibit B** to this Contract, which is attached hereto and incorporated herein. The District shall pay the District Manager for the services provided under the terms of this Contract in accordance with the schedule of fees in **Exhibit B**. For purposes of the District Manager's compensation for services provided pursuant to this Contract, the District shall compensate the District Manager only for those services provided under the terms of this Contract. Unless otherwise specified by this Contract, the District Manager shall invoice the District for the District Manager's services as soon as may be practicable in advance of each month and in the amounts set forth in **Exhibit B**. The fees for those services which are not being requested at the time this Contract is approved shall be provided to the District at such time as those services are required and



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requested by vote of the Board of Supervisors. Payment for those services shall be made by the District within forty-five (45) days of receipt of a correctly submitted invoice.

- ii. Fees for the Standard On-Going Services described in this Contract may be negotiated annually by the Parties. Any amendment to Standard On-Going Services fees must comply with the amendment procedure in this Contract and must be reflected in the adopted General Fund Budget of the District. The District's adoption of the General Fund Budget shall not constitute the District's consent for payment of any expenses or change in Contract terms.
- iii. In the event the District authorizes a change in the scope of services requested, District Manager shall submit, in writing to the District, a request for a fee amendment corresponding to the change in services being requested, if it has not already done so. Any change in the scope of requested services and the corresponding fee amendment shall comply with the amendment procedure in this Contract. Such amendment must be validly executed by the Parties before District Manager is authorized to begin providing services pursuant to the change in scope and the revised fees are adopted.
- iv. For the purposes of this Contract, an out-of-pocket expense is an unexpected expense that the District Manager or one of its subcontractors, if applicable, incurs during the performance of the Standard On-Going Services, as provided in this Contract. Such out-of-pocket expenses are included in the fees shown in **Exhibit B**. Out-of-pocket expenses incurred in connection with the performance of Additional Services and Litigation Support Services shall be subject to reimbursement at cost. These expenses include but are not limited to, airfare, mileage, transportation/parking, lodging, postage, and copies.

B. PAYMENT TERMS.

- i. **Standard On-Going Services.** Standard-On Going Services shall be billed monthly as a fixed fee pursuant to the schedule shown in **Exhibit B**.
- ii. **Additional Services.** Additional Services shall either be billed monthly at the District Manager's proposed hourly rate or per occurrence both as authorized by the District and negotiated by the Parties.
- iii. **Litigation Support Services.** Litigation Support Services shall be billed monthly on an hourly basis for the hours incurred at the District Manager's proposed hourly rate, as authorized by the District and negotiated by the Parties.
- iv. **Out-of-Pocket expenses.** Out-of-Pocket expenses not included under the Standard-On Going Services of the District Manager shall be billed monthly as incurred.



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All invoices shall be due and payable forty-five (45) days from the date of invoice pursuant to the Prompt Payment Act, Chapter 218.70 Florida Statutes.

- VII. SUSPENSION OF SERVICES FOR NON-PAYMENT.** Unless nonpayment is the fault of the District Manager, the District Manager shall have the right to suspend services being provided as outlined in this Contract if the District fails to pay District Manager's invoices in a timely manner, which shall be construed as forty-five (45) days from date of the invoice or as otherwise provided by the Prompt Payment Act, Section 218.70 Florida Statutes. District Manager shall notify the District, in writing, at least ten (10) days prior to suspending services.
- VIII. NON-CONTINGENCY.** The payment of fees and expenses, as outlined in this Contract, are not contingent upon any circumstance not specifically outlined in this Contract.
- IX. AMENDMENT.** Amendments to, and waivers of, the provisions contained in this Contract may be made only by an instrument in writing that is executed by both the District and the District Manager.
- X. RESPONSIBILITIES.**
- A. DISTRICT RESPONSIBILITIES.** The District shall provide for the timely services of its legal counsel, engineer, and any other consultants, contractors, or employees, as required, for the District Manager to perform the duties outlined in this Contract. Expenses incurred in providing this support shall be the sole responsibility of the District unless specified herein.
- B. LIMITATIONS OF RESPONSIBILITIES.** To the extent not referenced herein, and to the extent consistent with Chapter 190.006, District Manager shall not be responsible for the acts or omissions of any other contractor or any of its subcontractors, suppliers, or of any other individual or entity performing services as part of this Contract which are not under the control of the District Manager. District Manager shall not be liable for any damage that occurs from Acts of God, which are defined as those caused by windstorm, hail, fire, flood, hurricane, freezing, or other similar occurrences of nature.
- XI. TERMINATION.** This Contract may be terminated as follows:
- A.** By the District for "good cause" immediately which shall include misfeasance, malfeasance, nonfeasance, or dereliction of duties by the District Manager. Termination for "good cause" shall be effected by written notice to District Manager electronically at the address noted herein.
- B.** By the District Manager for "good cause", immediately which shall include, but is not limited to, failure of the District to timely pay District Manager for services rendered in accordance with the terms set forth in this Contract, malfeasance, nonfeasance, or dereliction of duties by the District, or upon request or demand by the Board, or any member thereof, for District Manager to undertake any action or implement a policy of the Board which District Manager deems unethical, unlawful, or in contradiction of any applicable federal, state, or municipal law or rule. Termination for "good cause" shall



be effected by written notice to District electronically at the address noted herein.

- C. By the District Manager or District, for any reason, upon provision of a minimum of sixty (60) days written (electronic) notice of termination to the address noted herein.
- D. Upon any termination, District Manager shall be entitled to the total amount of compensation pursuant to the terms of this Contract, through the termination date, but subject to any off-sets that the District may have for services not performed or not performed in accordance with the Contract. District Manager shall make all reasonable effort to provide for an orderly transfer of the books and records of the District to the District or its designee.

XII. GENERAL TERMS AND CONDITIONS.

- A. All invoices are due and payable within forty-five (45) days of a correctly submitted invoice, or as otherwise provided by the Florida Prompt Payment Act, Section 218.70. Florida Statutes. Invoices not paid within forty-five (45) days of presentation shall be charged interest on the balance due at the maximum legally permissible rate.
- B. In the event either party is required to take any action to enforce this Contract, the prevailing party shall be entitled to attorney's fees and costs, including fees and costs incurred in determining entitlement to and reasonableness of such fees and costs.
- C. This Contract shall be interpreted in accordance with and shall be governed by the laws of the State of Florida. Venue for all proceedings shall be in Polk County, Florida.
- D. In the event that any provision of this Contract shall be determined to be unenforceable or invalid by a Court of Law, such unenforceability or invalidity shall not affect the remaining provisions of the Contract which shall remain in full force and effect.
- E. The rights and obligations of the District as defined by this Contract shall inure to the benefit of and shall be binding upon the successors and assigns of the District. There shall be no assignment of this Contract by the District Manager.
- F. The District Manager and its officers, supervisors, staff, and employees shall use due care to protect the property of the District, its residents, and landowners from damage. The District Manager agrees to take steps to repair any damage resulting from the District Manager's activities and work pursuant to the Contract within twenty-four hours (24) hours.
- G. Dissolution or court declared invalidity of the District shall not relieve the District of compensation due for services theretofore rendered.

XIII. INDEMNIFICATION.

- A. **DISTRICT INDEMNIFICATION.** To the extent the District Manager or its employees are serving as the District's employees, officers, or agents pursuant to the terms, conditions and requirements of this Agreement, and as may be allowable under applicable law (and without waiving the limitations of liability set forth in Section 768.28, Florida Statutes), the District agrees to indemnify, defend,



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and hold harmless the District Manager, its employees, officers, or agents from and against any and all liability, claims, actions, suits, demands, assessments or judgments asserted and any and all losses, liabilities, damages, costs, court costs, and expenses, including attorney's fees, that District Manager its employees, officers, or agents, may hereafter incur, become responsible for, or be caused to pay out arising out of or relating to the negligent, reckless, and/or intentionally wrongful acts or omissions of the District, except to the extent caused by, in whole or in part, the negligence or recklessness and/or willful misconduct of the District Manager. The indemnification provided for herein shall not be deemed exclusive of any other rights to which the District Manager may be entitled and shall continue after the District Manager has ceased to be engaged under this Contract.

DISTRICT MANAGER INDEMNIFICATION. The District Manager agrees to indemnify, defend, and hold harmless the District and its officers, supervisors, staff, and employees from and against any and all liability, claims, actions, suits, demands, assessments or judgments asserted and any and all losses, liabilities, damages, costs, court costs, and expenses, including attorney's fees, that the District may hereafter incur, become responsible for, or be caused to pay arising out of or relating to the failure to perform under this Agreement or at law, or negligent, reckless, and/or intentionally wrongful acts or omissions of the District Manager. The indemnification provided for herein shall not be deemed exclusive of any other rights to which the District may be entitled and shall continue after the District Manager has ceased to be engaged under this Contract.

The terms of this Section shall survive the termination of this Contract.

B. SOVEREIGN IMMUNITY; INDEMNIFICATION OBLIGATIONS. Nothing herein shall be construed to waive or limit the District's sovereign immunity limitations of liability as provided in Section 768.28, Florida Statutes, or other applicable law. Indemnification obligations under this Contract shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorney fees, and paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings) as ordered.

XIV. WAIVER OF DAMAGES. The District Manager, its employees, officers, or agents, shall not be liable for any acts or omissions of any previous manager(s) of the District. Additionally, the District Manager, its employees, officers or agents, shall not be liable, responsible, or accountable in damages or otherwise to the District for any acts performed by the District Manager, its employees, officers or agents, in good faith and within the scope of this Agreement. Further, the District Manager, its employees, officers, or agents, shall not be liable to the District or otherwise for any loss or damage resulting from the loss or impairment of funds that have been deposited into a bank account owned by the District or otherwise titled in the name of the District (collectively, "District Bank Accounts") due to the failure, insolvency or suspension of a financial institution, or any loss or impairment of funds due to the invalidity of any draft, check, document or other negotiable instrument payable to the District which is delivered to the District Manager and deposited into any of the District Bank Accounts. The terms of this Section shall survive the termination of this Contract.



XV. INSURANCE.

- A.** The District shall provide and maintain Public Official Liability and General Liability insurance policies, each in an amount not less than One Million Dollars (\$1,000,000.00) throughout the term of this Contract. The District Manager shall assist in procuring the renewal of said insurance policies so long as engaged as the District Manager. The District Manager shall not be obligated to maintain said insurance policies if the District's Board of Supervisors does not agree to the purchase thereof, refuses to pay premiums thereon, or otherwise prevents the District Manager from procuring or maintaining said insurance policies.
- B.** The District Manager shall provide and maintain the following levels of insurance coverage at all times throughout the term of this Contract:
- i.** Worker's Compensation Insurance in accordance with the laws of the State of Florida.
 - ii.** General Liability Insurance with the limit of One Million Dollars (\$1,000,000.00) per each occurrence.
 - iii.** Professional Liability Insurance with limit of no less than One Million Dollars (\$1,000,000.00) per each occurrence.
 - iv.** Employment Practices Liability Insurance with limit of Two Million Dollars (\$2,000,000.00) per each occurrence.
 - v.** Comprehensive Automobile Liability Insurance for all vehicles used by the District Manager's staff, whether owned or hired, with a combined single limit of One Million Dollars (\$1,000,000.00).
- C.** Except with respect to Professional Liability and Worker's Compensation insurance policies, the District and its officers, supervisors, staff, and employees shall be listed as additional insureds on each insurance policy described above. None of the policies above may be canceled during the term of this Contract (or otherwise cause the District to not be named as an additional insured where applicable) without thirty (30) days written notice to the District. District Manager shall furnish the District with a Certificate of Insurance evidencing compliance with this section upon request. Insurance should be from a reputable insurance carrier, licensed to conduct business in the State of Florida.
- D.** The District agrees to list the District Manager as an additional insured party on its General Liability and Automobile Liability insurance policies to the extent the District Manager or its employees are serving as the District's employees, officers or agents pursuant to the terms, conditions and requirements of this Agreement, and to the extent the District's insurance provider shall issue an endorsement in substantially the form attached hereto as Exhibit E. The limits of coverage for additional insured parties pursuant to such endorsement shall not exceed the monetary limitations of liability provided in Section 768.28, Florida Statutes.
- E.** If the District Manager fails to secure or maintain the required insurance, the District has



the right (without any obligation to do so) to secure such required insurance, in which event the District Manager shall pay the cost for that required insurance and shall furnish, upon demand, all information that may be required in connection with the District's obtaining the required insurance.

- XVI. ASSIGNMENT.** Except as provided in this section, neither the District nor the District Manager may assign this Contract or any monies to become due hereunder without the prior written approval of the other. Any assignment attempted to be made by the District Manager or the District without the prior written approval of the other party is void.
- XVII. COMPLIANCE WITH PUBLIC RECORDS LAWS.** District Manager understands and agrees that all documents of any kind provided to the District in connection with this Contract may be public records, and, accordingly, District Manager agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, Florida Statutes. District Manager acknowledges that District Manager is the designated public records custodian for the District ("Public Records Custodian"). Among other requirements and to the extent applicable by law, the District Manager shall 1) keep and maintain public records required by the District to perform the service; 2) provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes and the District's Rules of Procedure, and in accordance with **Exhibit A**, which Rules of Procedure shall control; 3) ensure that public records which are exempt or confidential and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if the District Manager does not transfer the records to the new Public Records Custodian of the District; 4) follow the Records Request Policy attached hereto as **Exhibit D**; and 5) upon completion of the Contract, transfer to the District, at no cost, all public records in District Manager's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by the District Manager, the District Manager shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

IF THE DISTRICT MANAGER HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE DISTRICT MANAGER'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (813) 514-0400, OR BY EMAIL AT INFO@RIZZETTA.COM, OR BY REGULAR MAIL AT 3434 COLWELL AVENUE, SUITE 200, TAMPA, FLORIDA 33614.



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- XVIII. NOTICES.** All notices, requests, consents and other communications under this Contract ("**Notices**") shall be electronic or in writing and delivered, mailed by First Class Mail, postage prepaid, or overnight delivery service, to the parties, as follows:

If to the District: Solterra Resort Community
Development District
3434 Colwell Avenue, Suite 200
Tampa, FL 33614

With a copy to: Kilinski | Van Wyk PLLC
517 E. College Avenue
Tallahassee, FL 32301
Attn: District Counsel

If to the District Manager: Rizzetta & Company, Inc.
3434 Colwell Avenue, Suite 200
Tampa, FL 33614

Except as otherwise provided in this Contract, any Notice shall be deemed received only upon actual delivery at the address set forth above or delivered electronically with return receipt. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Contract would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States Government shall not be regarded as business days. Counsel for the District and counsel for the District Manager may deliver Notice on behalf of the District and the District Manager, respectively. Any party or other person to whom Notices are to be sent or copied may notify the other parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days written notice to the parties and addressees set forth herein.

- XIX. EFFECTIVE DATE.** This Contract shall become effective upon execution by both the District and the District Manager and shall remain effective until terminated by either the District or the District Manager in accordance with the provisions of this Contract.
- XX. HEADINGS FOR CONVENIENCE ONLY.** The descriptive headings in this Contract are for convenience only and shall neither control nor affect the meaning or construction of any of the provisions of this Contract.
- XXI. AGREEMENT; CONFLICTS.** This instrument, together with accompanying **Exhibits A, B, C and D**, shall constitute the final and complete expression of this Contract between the District and the District Manager relating to the subject matter of this Contract. To the extent of any conflict between this instrument and **Exhibits A, B, C, and D**, this instrument shall control.
- XXII. DEFAULT AND PROTECTION AGAINST THIRD PARTY INTERFERENCE.** A default by either the District or the District Manager under this Contract shall entitle the other to all



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remedies available at law or in equity, which may include, but not be limited to, the right of damages, injunctive relief, and/or specific performance. The District shall be solely responsible for enforcing its rights under this Contract against any interfering third party. Nothing contained in this Contract shall limit or impair the District's right to protect its rights from interference by a third party to this Contract.

- XXIII. THIRD PARTY BENEFICIARIES.** This Contract is solely for the benefit of the District and the District Manager and no right or cause of action shall accrue upon or by reason, to or for the benefit of any third party not a formal party to this Contract. Nothing in this Contract, express or implied, is intended or shall be construed to confer upon any person or corporation other than the District and the District Manager any right, remedy, or claim under or by reason of this Contract or any of the provisions or conditions of this Contract; and all of the provisions, representations, covenants, and conditions contained in this Contract shall inure to the sole benefit of and shall be binding upon the District and the District Manager and their respective representatives, successors, and assigns.
- XXIV. COMPLIANCE WITH GOVERNMENTAL REGULATION.** The District Manager shall keep, observe, and perform all requirements of applicable local, State, and Federal laws, rules, regulations, and ordinances in performing the services under this Contract. If the District Manager fails to notify the District in writing within five (5) days of the receipt of any notice, order, required to comply notice, or a report of a violation or an alleged violation, made by a local, State, or Federal governmental body or agency or subdivision thereof with respect to the services being rendered under this Contract or any action of the District Manager or any of its agents, servants, employees, or materialmen, or with respect to terms, wages, hours, conditions of employment, safety appliances, or any other requirements applicable to provision of services, or fails to comply with any requirement of such agency within five (5) days after receipt of any such notice, order, request to comply notice, or report of a violation of an alleged violation, the District may terminate this Contract, such termination to be effective immediately upon the giving of notice of termination.
- XXV. ARM'S LENGTH TRANSACTION.** This Contract has been negotiated fully between the District and the District Manager as an arm's length transaction. The District and the District Manager participated fully in the preparation of this Contract with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Contract, the Parties are deemed to have drafted, chosen, and selected the language, and any doubtful language shall not be interpreted or construed against any party.
- XXVI. COUNTERPARTS.** This Contract may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument.
- XXVII. E-VERIFICATION.** Pursuant to Section 448.095(2), Florida Statutes,
- A.** Contractor represents that Contractor is eligible to contract with the District and is currently in compliance and shall remain in compliance, for as long as it has any obligations under this Agreement, with all requirements of the above statute; this includes, but is not limited to, registering with and using the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all employees hired on or after January 1, 2021.



- B. If the District has a good faith belief that the Contractor has knowingly violated Section 448.09(1), Florida Statutes, the District shall terminate this Agreement as required by Section 448.095(5)(c), Florida Statutes. If the District has a good faith belief that a subcontractor knowingly violated Section 448.09(1), Florida Statutes, but the Contractor otherwise complied with its obligations thereunder, the District shall promptly notify the Contractor and the Contractor shall immediately terminate its contract with the subcontractor.
- C. If this Agreement is terminated in accordance with this section, then the Contractor shall be liable for any additional costs incurred by the District.

XXVIII. SAFE AND HEALTHY WORK ENVIRONMENT. District agrees that the District Manager and its employees shall not be required to work in an unsafe and unhealthy work environment. If the District Manager, in the exercise of its reasonable discretion, determines that there are conditions within the District which pose a hazard to the safety and/or health of its employees, including but not limited to, harassment, threats of harm or cyber bullying by residents, guests and invitees, the District Manager shall have the ability, notwithstanding anything to the contrary contained in this Contract, to prohibit its employees from going to the areas managed by the District to provide services or remove on-site employees upon written notice to the District, provided, however, that in the District Manager's reasonable discretion, should the conditions which pose a hazard to the safety or health of its employees not be in imminent danger, the District shall be given a reasonable opportunity to mitigate any such circumstances and/or conditions prior to such suspension of services. During the period of time that employees have been removed, District Manager shall have no responsibility for performance of services under this Contract that would be performed by on-site employees or by employees prohibited from going to the areas managed by the District but shall use its best efforts to perform services possible offsite during this time period. Further, District Manager shall not be liable to the District or residents, guests and invitees for any injury, losses, costs, penalties, fines, fees, suits, demands, causes of action, judgments, obligations, claims or expenses incurred, sustained, arising out of and/or related to the District Manager's inability and/or failure to perform any of its duties and obligations under this Contract during the period of time when the District Manager's on-site employees have been removed or other employees have been prohibited from going to areas managed by the District pursuant to this Agreement and therefore the District Manager does not provide all or any portion of the services hereunder, District shall not be liable for payment of any services not rendered for the duration of lapse in such services and the District Manager shall prorate its invoices for all affected periods.

XXIV. FORCE MAJEURE. The Parties hereto shall be excused from the obligation to perform pursuant to the terms of this Contract to the extent that such party's performance is prevented due to any delay, or stoppage due to strikes, lockouts, labor disputes, labor shortages, acts of war, terrorism, terrorist activities, pandemic, epidemic, banking or financial institution closures, inability to obtain services from third parties, governmental actions, civil commotions, fire, flood, hurricane, earthquake, or other casualty, and other causes beyond the reasonable control of the party obligated to perform (collectively, a "**Force Majeure**"), except with respect to amounts to be paid by the District for services actually provided by District Manager pursuant to this Contract during a Force Majeure. To the extent it is able to provide certain services during an event of Force Majeure, the District Manager will continue to provide such services under the condition that the District



remains obligated to compensate the District Manager for such services pursuant to the terms of the Contract. Notwithstanding anything to the contrary contained in this Contract, a Force Majeure shall excuse the performance of such party for a period equal to any such prevention, delay or stoppage and, therefore, if this Contract specifies a time period for performance of an obligation of either party (other than payment to the District Manager by District for services actually provided during a Force Majeure unless there is an event causing banking or financial institution closures), that time period shall be extended by the period of any delay in such party's performance caused by a Force Majeure. The foregoing shall not be interpreted as extending the term or renewal term of this Contract.

XXX. DISCLOSURE. Rizzetta & Company, Inc. is an affiliate of FirstService Residential Florida, Inc. Further, District Manager certifies, by acceptance of this Contract, that neither it nor its principals utilize coercion for labor or services as defined in Section 787.06, Florida Statutes. District Manager agrees to execute an affidavit in compliance with Section 787.06(13), Florida Statutes, attached hereto as **Exhibit E**.

XXXI. SCRUTINIZED COMPANIES STATEMENT. District Manager certifies it: (i) is not in violation of Section 287.135, *Florida Statutes*; (ii) is not on the Scrutinized Companies with Activities in Sudan List; (iii) is not on the Scrutinized Companies with Activities in the Iran Terrorism Sectors List; (iv) does not have any business operations in Cuba or Syria; (v) is not on the Scrutinized Companies that Boycott Israel List; and (vi) is not participating in a boycott of Israel. If the District Manager is found to have submitted a false statement with regards to the prior sentence, has been placed on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Terrorism Sectors List, or the Scrutinized Companies that Boycott Israel List, has engaged in business operations in Cuba or Syria, and/or has engaged in a boycott of Israel, the District may immediately terminate the agreement.

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Therefore, the District Manager and the District each intend to enter this Contract, understand the terms set forth herein, and hereby agree to those terms.

ACCEPTED BY:

RIZZETTA & COMPANY, INC.

BY:



PRINTED NAME:

William J. Rizzetta

TITLE:

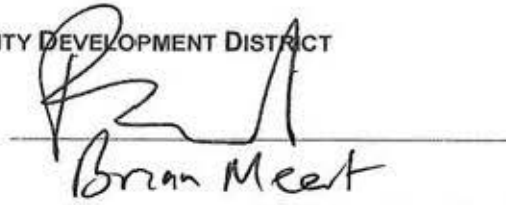
President

DATE:

7/11/2025

SOLTERRA RESORT COMMUNITY DEVELOPMENT DISTRICT

BY:



PRINTED NAME:

Chairman/Vice Chairman

TITLE:

DATE:

7/11/25

- Exhibit A – Scope of Services
- Exhibit B – Schedule of Fees
- Exhibit C – Municipal Advisor Disclaimer
- Exhibit D – Public Records Request Policy
- Exhibit E – Anti-Human Trafficking Affidavit



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EXHIBIT A
Scope of Services

STANDARD ON-GOING SERVICES: These services shall be provided on a recurring basis and are commonly referred to as the basic services necessary for the normal and routine functioning of the District.

MANAGEMENT:

- A. Attend and conduct all regularly scheduled and special Board of Supervisors meetings, Landowners' meetings, continued meetings, hearings and workshops. Arrange for time and location and all other necessary logistics for such meetings, hearings, etc.
- B. Ensure compliance with all statutes affecting the district which include but are not limited to:
 - 1. Certify Special District Update Form, submitted to the Special District Information Program, Department of Economic Opportunity each year.
 - 2. Assign and provide Records Management Liaison Officer for reporting to the Department of Library and Archives
 - 3. Provide contact person for the State Commission of Ethics for Financial Disclosure coordination
 - 4. Provide Form 1 Financial Disclosure documents for Board Members
 - 5. Provide Form 1F Financial Disclosure documents for Resigning Board Members.
 - 6. Monitor and supply Form 3A, Interest in Competitive Bid for Public Business as needed
 - 7. Monitor and provide Form 8B, Memorandum of Voting Conflict for the Board.
 - 8. Monitor and provide update on Creation Documents, including Notice of Establishment, to Department of Economic Opportunity and the County.
 - 9. Maintain and file Disclosure of Public Financing and file with Department of Economic Opportunity and each residential developer.
 - 10. Provide for a proposed budget for Board approval on or by June 15 of each fiscal year.
 - 11. Provide copy of approved proposed budget to the County a minimum of 60 days prior to the public hearing on the budget.
 - a. Provide written notice to owners of public hearing on the budget and its related assessments.
 - 12. Provide copy of the initial Public Facilities report to the County to be submitted within one (1) year after the district's creation.
 - 13. Provide copy of an annual notice of any changes to the Public Facilities report to the County if changes are made.
 - 14. Provide copy of the seven (7) year Public Facilities report update, based on reporting period assigned to the County it is located in.



15. File name and location of the Registered Agent and Office location annually with Department of Economic Opportunity and the County.
 16. Provide for submitting the regular meeting schedule of the Board to County.
 17. Provide District Map and update as provided by the District's Engineer as needed to the Department of Economic Opportunity and the County
 18. Provide legal description and boundary map as provided by District Engineer to the Supervisor of Elections
 19. File request letter to the Supervisor of Election of the County for number of registered voters as of April 15, each year.
 20. Provide for public records announcement and file document of registered voter data each June.
 21. Update Board Member names, positions and contact information to the State Commission on Ethics annually.
 22. Certify and file the Form DR 421, Truth in Millage Document with the Department of Revenue each tax year.
 23. Properly notice all public meetings, in accordance with the appropriate Florida Statutes, including but not limited to, public hearings on assessments, the budget, establishment of rates, fees, or charges, rulemaking, uniform method of collection, and all other required notices of meetings, hearings and workshops.
 - a. Provide for the appropriate ad templates and language for each of the above.
 24. Provide for instruction to Landowners on the Election Process and forms, etc.
 25. Respond to Bond Holders Requests for Information.
 26. Implement the policies established by the Board in connection with the operations of the District.
- C. Assist in the negotiation of contracts, as directed by the Board of Supervisors.
- D. Advise the Board on the status of negotiations as well as contract provisions and their impacts on the District and provide contract administration services.
- E. Make recommendations on contract approval, rejection, amendment, renewal, and cancellation. In advance of expiration of contracts, advise the Board as to need for renewal or additional procurement activities and implement same.
- F. Monitor certificates of insurance as needed per contracts.
- G. Answer Project Status Inquiries from Contractors Bonding Companies.
- H. Provide an office location to handle and respond to written, phone or e-mail inquiries from the public.

ADMINISTRATIVE:

- A. Prepare agendas for transmittal to Board of Supervisors and staff seven (7) days prior to Board of Supervisors' Meeting. Prepare meeting materials for other meetings, hearings, etc., as needed.



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- B. Provide accurate minutes for all meetings and hearings, including landowners' meetings.
- C. Implement and maintain a document management system to create and save documents, and provide for the archiving of District documents.
 - 1. Certify and file annual report to the Department of State, Library and Archive Division, for storage and disposal of public records.
- D. Protect integrity of all public records in accordance with the requirements of State law. Respond to public records requests as required by law and in compliance with the Rules of Procedure and the District's adopted public records policy.
- E. Maintain "Record of Proceedings" for the district within the County which includes meeting minutes, agreements, resolutions and other records required by law.

ACCOUNTING:

A. Financial Statements

- 1. Establish Fund Accounting System in accordance with federal and state law, as well as GASB and the Rules of the Auditor General. This includes the following:
 - a) Chart of Accounts
 - b) Vendor and Customer Master File
 - c) Report creation and set-up.
- 2. Prepare monthly balance sheet, income statement(s) with budget to actual variances, including the following:
 - a) Cash Investment Account Reconciliations per fund
 - b) Balance Sheet Reconciliations per fund
 - c) Expense Variance Analysis
- 3. Prepare and file Annual Public Depositor's Report and distribute to State Department of Insurance and Treasury.
- 4. Prepare and file Public Depositor's and Indemnification Form on new accounts as needed.
- 5. Manage banking relations with the District's Depository and Trustee.
- 6. Prepare all other financial reports as required by applicable law and accounting standards, and bond trust indenture requirements.
- 7. Account for assets constructed by or donated to the District for maintenance.
- 8. On or before October 1st of every year prepare an annual inventory of all District owned tangible personal property and equipment in accordance with all applicable rules and standards.
- 9. Provide Audit support to auditors for the required Annual Audit, as follows:
 - a) Review statutory and bond indenture requirements
 - b) Prepare Audit Confirmation Letters for independent verification of activities.



- c) Prepare all supporting accounting reports and documents as requested by the auditors
 - d) Respond to auditor questions
 - e) Review and edit draft report
 - f) Prepare year-end adjusting journal entries as required
10. Provide for transmission of the Audit to the County and the Auditor General's Office of the State.
11. Provide and file Annual Financial Statements (FS. 218 report) by June 30th of each year.

B. Budgeting

- 1. Prepare budget and backup material for and present the budget at all budget meetings, hearings and workshops. The budget is to be done in accordance with state law standards, and consistent with applicable GFOA and GASB standards. Budget preparation shall include calculation of operation and maintenance assessments, which may include development of benefit methodology for those assessments.
- 2. File all required documentation to the Department of Revenue, Auditor General, the County, and other governmental agencies with jurisdiction.
- 3. Prepare and cause to be published notices of all budget hearings and workshops.
- 4. Prepare all budget amendments on an ongoing basis. Assist in process to retain an auditor and cooperate and assist in the performance of the audit by the independent auditor.

C. Accounts Payable/Receivable

- 1. Administer the processing, review and approval, and payment of all invoices and purchase orders. Ensure timely payment of vendor invoices and purchase orders.
 - a) Manage Vendor Information per W-9 reports
- 2. Prepare monthly Vendor Payment Report and Invoicing Support for presentation to the Board of Supervisors for approval or ratification.
- 3. Maintain checking accounts with qualified public depository including:
 - a) Reconciliation to reported bank statements for all accounts and funds.
- 4. Prepare year-end 1099 Forms for Vendor payments as applicable.
 - a) File reports with IRS.

D. Capital Program Administration

- 1. Maintain proper capital fund and project fund accounting procedures and records.
- 2. Process Construction requisitions including:
 - a) Vendor Contract completion status
 - b) Verify Change Orders for materials
 - c) Check for duplicate submittals



d) Verify allowable expenses per Bond Indenture Agreements such as:

- (1) Contract Assignment
- (2) Acquisition Agreement
- (3) Project Construction and Completion Agreement

3. Oversee and implement bond issue related compliance, i.e., coordination of annual arbitrage report, transmittal of annual audit and budget to the trustee, transmittal of annual audit and other information to dissemination agent (if other than manager) or directly to bond holders as required by Continuing Disclosure Agreements, annual/quarterly disclosure reporting, update etc.
4. Provide Asset Tracking for improvements to be transferred and their value for removal from District's Schedule of Property Ownership that are going to another local government.
5. Provide for appropriate bid and or proposal/qualification processes for Capital Project Construction.

E. Purchasing

1. Assist in selection of vendors as needed for services, goods, supplies, materials. Obtain pricing proposals as needed and in accordance with District rules and state law.
2. Prepare RFPs for Administrative Services as needed, such as audit services, legal services, and engineering services.
3. Prepare and process requisitions for capital expenses, in coordination with District Engineer.

F. Risk Management

1. Prepare and follow risk management policies and procedures.
2. Recommend and advise the Board, in consultation with the District Engineer of the appropriate amount and type of insurance and be responsible for procuring all necessary insurance.
3. Process and assist in the investigation of insurance claims, in coordination with Counsel of the District.
4. Review insurance policies and coverage amounts of District vendors.
5. Provide for an update to the Schedule of Values of Assets owned by the District for purposes of procuring adequate coverage.
6. Maintain and monitor Certificates of Insurance for all service and contract vendors.

FINANCIAL AND REVENUE COLLECTION:

A. Administer Prepayment Collection:

1. Provide payoff information and pre-payment amounts as requested by property owners.
2. Monitor, collect and maintain records of prepayment of assessments.



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3. Coordinate with Trustee to confirm semi-annual interest payments and bond call amounts.
4. Prepare periodic continuing disclosure reports to investment bankers, bond holder and reporting agencies.

B. Administer Assessment Roll Process:

1. Prepare annual assessment roll for collection of debt service and operations and maintenance assessments.
2. Update roll to reflect per unit and per parcel assessments based on adopted fiscal year budgets.
3. Verify assessments on platted lots, commercial properties or other assessable lands.
4. Convert final assessment roll to County Property Appraiser or Tax Collector format and remit to county.
5. Execute and issue Certificate of Non-Ad Valorem Assessments to County.

C. Administer Assessments for Off Tax Roll parcels/lots:

1. Maintain and update current list of owners of property not assessed via the tax roll.
2. Prepare and issue direct invoices for the annual debt service and operations and maintenance assessments.
3. Monitor collection of direct invoices and prepare and send delinquent/collection notices as necessary.

D. True-Up Analysis:

1. Annually compare current and un-platted lots to original development plan to ensure adequate collection of assessment revenue as necessary.
2. Prepare true-up calculations and invoice property owners for true-up payments as necessary.

CONTINUING DISCLOSURE:

A. Dissemination Agent:

1. Serve as the District's Dissemination Agent and provides such duties as required per the District's Continuing Disclosure Agreements and compliance with the Securities and Exchange Commission's Rule 15c2-12(b)(5) for all series of bonds requiring such services.

WEBSITE MANAGEMENT:

A. Website Management:

1. Consultant shall manage the content of the website in compliance with Chapter 189.069, Florida Statutes. Consultant shall maintain the domain for the District. Consultant shall provide the website maintenance provider with documents and updated content as required in accordance with Chapter 189.0069 Florida Statutes.



Required Website Content: Pursuant to section 189.016 & 189.069, Florida Statutes, special district web sites are required to include and make available the following information or documents, which requirements may be changed from time to time. Changes to the requirements may be subject to additional fees:

- a. The full legal name of the special district.
- b. The public purpose of the special district.
- c. The name, official address, official e-mail address, and, if applicable, term and appointing authority for each member of the governing body of the special district.
- d. The fiscal year of the special district.
- e. The full text of the special district's charter, the date of establishment, the establishing entity, and the statute or statutes under which the special district operates, if different from the statute or statutes under which the special district was established. Community development districts may reference chapter 190 as the uniform charter but must include information relating to any grant of special powers.
- f. The mailing address, e-mail address, telephone number, and website uniform resource locator of the special district.
- g. A description of the boundaries or service area of, and the services provided by, the special district.
- h. A listing of all taxes, fees, assessments, or charges imposed and collected by the special district, including the rates or amounts for the fiscal year and the statutory authority for the levy of the tax, fee, assessment, or charge. For purposes of this subparagraph, charges do not include patient charges by a hospital or other health care provider.
- i. The primary contact information for the special district for purposes of communication from the department.
- j. A code of ethics adopted by the special district, if applicable, and a hyperlink to generally applicable ethics provisions.
- k. The budget of the special district and any amendments thereto in accordance with s. 189.016.
- l. Tentative budgets shall be posted at least two (2) days before the budget hearing and remain on District website for forty-five (45) days.
- m. Final adopted budgets shall be posted within thirty (30) days after adoption and remain on District website for two (2) years.
- n. Budget amendments shall be posted within five (5) days after adoption and remain on District website for two (2) years.
- o. The final, complete audit report for the most recent completed fiscal year and audit reports required by law or authorized by the governing body of the special district or a link to the District's most recent final, complete audit report on the Auditor General's website.
- p. A listing of the District's regularly scheduled public meetings as required by s. 189.015(1).
- q. The link to the Department of Financial Services' website as set forth in s. 218.32(1)(g).
- r. At least seven (7) days before each meeting or workshop, the agenda of the event, The information must remain on the website for at least one (1) year after the event.

EMAIL ESTABLISHMENT AND HOSTING:



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A. Email Establishment:

1. Consultant shall establish and register a domain name in the District's name for purposes of setting up and creating individual e-mail addresses for supervisors, staff or employees as designated by the District. Said domain name shall be owned by the District.

B. Email Hosting:

1. Consultant shall provide services including ongoing maintenance of e-mail accounts, hosting and backup in accordance with public records and public records retention requirements.

ADDITIONAL SERVICES:

A. Meetings

1. Extended meetings (beyond five (5) hours in length); continued meetings, special/additional meetings (not including annual budget workshop);

B. Financial Reports

1. Modifications and Certification of Special Assessment Allocation Report;
2. True-Up Analysis;
 - a) Should certain modifications be made to a Special Assessment Allocation Report a review of the current platted and un-platted lots compared to the original development plan maybe be required to ensure adequate collection of assessment revenue.
 - b) Should it be required prepare true-up calculations and invoice property owners for true-up payments as necessary;

C. Bond Issuance Services

1. Special Assessment Allocation Report;
 - a) Prepare benefit analysis based on infrastructure to be funded with bond proceeds.
 - b) Prepare Preliminary Special Assessment Allocation Report and present to District board and staff.
 - c) Present Final Special Assessment Allocation Report to board and staff at noticed public hearing levying special assessments
2. Bond Validation;
 - a) Coordinate the preparation of a Bond Validation Report which states the "Not-to-exceed" par amount of bonds to be issued by the District and present to board as part of the Bond Resolution.
 - b) Provide expert testimony at bond validation hearing in circuit court.

3. Certifications and Closing Documents;



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- a) Prepare or provide signatures on all closing documents, certificates or schedules related to the bond issue that are required by District Manager or District Assessment Methodology Consultant.
- D. Electronic communications/e-blasts;
- E. Special requests;
- F. Amendment to District boundary;
- G. Grant Applications;
- H. Escrow Agent;
- I. Continuing Disclosure/Representative/Agent;
- J. Community Mailings e.g. memos, notifications of rules changes, operations and maintenance assessment notices, etc.
- K. Public Records Requests - Refer to **Exhibit D** of this Contract for responsibilities;

LITIGATION SUPPORT SERVICES:

Prepare documentation in response to litigation requests and provide necessary expert testimony in connection with litigation involving District issues.

ADDITIONAL SERVICES PROVIDED TO THIRD PARTIES:

- A. Issue estoppel letters as needed for property transfers
 - 1. Prepare estoppel letter reflecting current district assessment information as required for sale or transfer of residential or commercial property within the District.
 - 2. Issue lien releases for properties which prepay within in the District.
- B. Bond prepayment processing
 - 1. Collect bond pre-payments, both short term and long term bonds, verify amounts and remit to Trustee with deposit instructions.
 - 2. Maintain collection log showing all parcels that have pre-paid assessments.
 - 3. Prepare, execute and issue release of lien to be recorded in public records.

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EXHIBIT B
Schedule of Fees

STANDARD ON-GOING SERVICES:

Standard On-Going Services will be billed in advance monthly pursuant to the following schedule:

	MONTHLY	ANNUALLY
Management:	\$2,040.02	\$24,480
Administrative:	\$370.03	\$4,440
Accounting - General Fund:	\$1,855.58	\$22,267
Financial & Revenue Collections:	\$370.87	\$4,450
Continuing Disclosure Services	\$166.67	\$2,000
Technology Services	\$91.67	\$1,100
Total Standard On-Going Services:	\$4,894.83	\$58,738



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ADDITIONAL SERVICES:	FREQUENCY	RATE
Extended and Continued Meetings	Hourly	\$ 200
Additional Meetings (includes meeting prep, attendance and drafting of minutes)	Hourly	\$ 200
Estoppel Requests (billed to requestor):		
One Lot (on tax roll)	Per Occurrence	\$ 100
Two+ Lots (on tax roll)	Per Occurrence	\$ 125
One Lot (direct billed by the District)	Per Occurrence	\$ 100
Two–Five Lots (direct billed by the District)	Per Occurrence	\$ 150
Six-Nine Lots (direct billed by the District)	Per Occurrence	\$ 200
Ten+ Lots (direct billed by the District)	Per Occurrence	\$ 250
Long Term Bond Debt Payoff Requests	Per Occurrence	\$ 100/Lot
Two+ Lots	Per Occurrence	Upon Request
Short Term Bond Debt Payoff Requests &		
Long Term Bond Debt Partial Payoff Requests		
One Lot	Per Occurrence	\$ 125
Two – Five Lots	Per Occurrence	\$ 200
Six – Ten Lots	Per Occurrence	\$ 300
Eleven – Fifteen Lots	Per Occurrence	\$ 400
Sixteen+ Lots	Per Occurrence	\$ 500
Bond Amortization Schedules	Per Occurrence	\$ 600
Special Assessment Allocation Report	Per Occurrence	Upon Request
True-Up Analysis/Report	Per Occurrence	Upon Request
Re-Financing Analysis	Per Occurrence	Upon Request
Bond Validation Testimony	Per Occurrence	Upon Request
Bond Issue Certifications/Closing Documents	Per Occurrence	Upon Request
Electronic communications/E-blasts	Per Occurrence	Upon Request
Special Information Requests	Hourly	Upon Request
Amendment to District Boundary	Hourly	Upon Request
Grant Applications	Hourly	Upon Request
Escrow Agent	Hourly	Upon Request
Continuing Disclosure/Representative/Agent	Annually	Upon Request
Community Mailings	Per Occurrence	Upon Request
Response to Extensive Public Records Requests	Hourly	Upon Request
Litigation Support Services	Hourly	Upon Request

PUBLIC RECORDS REQUESTS FEES:

Public Records Requests shall be billed hourly to the District pursuant to the current hourly rates shown below:

JOB TITLE:	HOURLY RATE:
Regional Manager	\$ 52.00
District Manager	\$ 40.00
Accounting & Finance Staff	\$ 28.00
Administrative Support Staff	\$ 21.00



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LITIGATION SUPPORT SERVICES:

Litigation Support Services shall be billed hourly to the District pursuant to the current hourly rates shown below:

JOB TITLE:	HOURLY RATE:
President	\$ 500.00
Chief Financial Officer	\$ 450.00
Vice President	\$ 400.00
Controller	\$ 350.00
Regional District Manager	\$ 300.00
Accounting Director	\$ 300.00
Finance Manager	\$ 300.00
Senior District Manager	\$ 275.00
District Manager	\$ 250.00
Amenity Services Manager	\$ 250.00
Business Development Manager	\$ 250.00
Landscape Inspection Services Manager	\$ 250.00
Financial Analyst	\$ 250.00
Senior Accountant	\$ 225.00
Landscape Specialist	\$ 200.00
Administrative Support Manager	\$ 200.00
Senior Financial Associate	\$ 200.00
Senior Administrative Assistant	\$ 200.00
Staff Accountant II	\$ 200.00
District Coordinator	\$ 175.00
Administrative Assistant II	\$ 150.00
District Compliance Associate	\$ 150.00
Staff Accountant	\$ 150.00
Financial Associate	\$ 150.00
Administrative Assistant	\$ 100.00
Accounting Clerk	\$ 100.00
Client Relations Specialist	\$ 100.00



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EXHIBIT C
Municipal Advisor Disclaimer

Rizzetta & Company, Inc., does not represent the Community Development District as a Municipal Advisor or Securities Broker nor is Rizzetta & Company, Inc., registered to provide such services as described in Section 15B of the Securities and Exchange Act of 1934, as amended. Similarly, Rizzetta & Company, Inc., does not provide the Community Development District with financial advisory services or offer investment advice in any form.



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EXHIBIT D

Public Records Request Policy and Fees

Public Officer, Employee and Staff Policy for Processing Requests for Public Records

Policy Generally:

The District supports policies that facilitate the efficient and complete provision of requested public records in a timely manner. This policy only applies to the way District officers, employees and staff (District Manager, District Counsel, District Engineer) (altogether, "District Persons") respond to public records requests within the organization. Chapter 119, F.S., and the District's Rules of Procedure dictate the way in which the District must produce records to the records requester. This policy is established to provide District Persons with a clear understanding of the process that shall be utilized in preparing responses to public record requests.

Requests for District Records:

1. The requesting party is not required to identify themselves or the reason for the request. The request may be made in writing (electronic or otherwise) or verbally.
2. Content on District social media sites is subject to the public records law. Communication made through a social networking medium may be subject to public disclosure.
3. There may be responsive records located on personal devices or personal accounts that are not maintained by the District. For this reason, District Persons shall be asked to perform searches of personal devices and accounts for any responsive record whenever a request so warrants. District Persons are strongly encouraged to avoid using personal devices or personal accounts for District business.
4. When a request is received, the individual(s) receiving the request shall forward the request to the District Manager who shall then translate the request to the public records request form attached hereto. The form should then be forwarded to the District's Record Custodian (whom is Rizzetta & Company, Inc.). The Records Custodian shall then review the form with the requesting party to ensure that it accurately reflects his/her request so that full compliance can be achieved in a timely and efficient fashion. The Records Custodian shall then notify the requesting party of the estimated time and cost to retrieve the records, in compliance with the District's Rules of Procedure, and confirm whether the requesting party agrees to pay the labor and copy charges, if applicable. Payment shall be made to the District prior to commencing the production process. The provisions of the Rules of Procedure and Florida law must be followed consistently and accurately.
5. To the extent applicable, the District, and not the District Manager or Records Custodian as an entity, shall charge the requesting party the special charge, which amount shall be consistent with Florida law. The District Manager may, consistent with and only pursuant to the terms of the Agreement between the District and the District Manager, charge the District the applicable public records response fees as set forth therein and established within the Agreement.



Rizzetta & Company

MJJ 051424

6. If not clear, the requesting party should be asked to identify whether they wish to simply inspect the records or obtain copies.
7. Florida's public records law does not require the District to answer questions regarding the records produced.

Processing Responsive Records:

1. After the above process is followed, for documents that are readily available, there should not be any charge for the labor in retrieving the requested documents, but any copies purchased by the requesting party shall be charged according to the District's adopted fee schedule.
2. Records are only required to be produced in the format(s) in which they exist.
3. All electronic records must be sent by a file transfer method to the Records Custodian. Any record that can be produced for review by District staff electronically must be produced in that medium. Should District Persons elect to provide records that are capable of being produced electronically in hard format, such individual shall not be entitled to reimbursement for copy or printing charges. It is within the Record Custodian's discretion to determine whether a record is capable of being produced electronically. District Persons shall make their best efforts to produce records for review by District staff as economically and efficiently as possible.
4. District Persons shall use their best efforts to electronically store public record e-mail according to the conventions of their e-mail system and retain it electronically pursuant to the District's retention schedule.
5. The technical details and methods of storing, retrieving and printing e-mail depend on the e-mail system in use. Consult with the Records Custodian or District Manager for guidance should questions arise.
6. Public records retention is governed by the Florida Department of State, Division of Library and Information Services, general record schedules and the District's adopted Record Retention schedule. Should District Persons have any questions regarding retention or disposition of records, please contact the Records Custodian or District Counsel.



EXHIBIT E

ANTI-HUMAN TRAFFICKING AFFIDAVIT

I, [name] William J. Rizzetta, as [position] President, on behalf of [company] Rizzetta & Company, Incorporated (the "Contractor"), under penalty of perjury hereby attest as follows:

1. I am over 21 years of age and an officer or representative of the Contractor.
2. The Contractor does not use coercion for labor or services as defined in Section 787.06(2)(a), Florida Statutes.
3. More particularly, the Contractor does not participate in any of the following actions:
 - (a) Using or threatening to use physical force against any person;
 - (b) Restraining, isolating or confining or threatening to restrain, isolate or confine any person without lawful authority and against her or his will;
 - (c) Using lending or other credit methods to establish a debt by an person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt or the length and nature of the labor or services are not respectively limited and defined;
 - (d) Destroying, concealing, removing, confiscating, withholding, or possessing any actual or purported passport, vis, or other immigration document, or any other actual or purported government identification document, of any person;
 - (e) Causing or threatening to cause financial harm to any person;
 - (f) Enticing or luring any person by fraud or deceit; or
 - (g) Providing a controlled substance as outlined in Schedule I or Schedule II of Section 893.03, Florida Statutes, to any person for the purpose of exploitation of that person.

FURTHER AFFIANT SAYETH NAUGHT.

Contractor: Rizzetta & Company, Incorporated

By: 

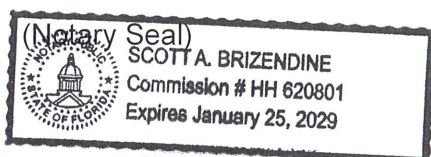
Name: William J. Rizzetta

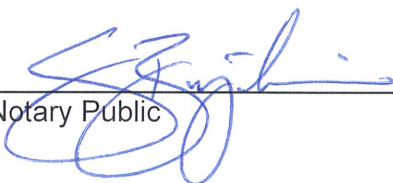
Title: President

Date: June 27, 2025

STATE OF FLORIDA
COUNTY OF Hillsborough

SWORN TO AND SUBSCRIBED before me X physical presence or ___ remote notarization by William J. Rizzetta, as President, of Rizzetta & Company, Incorporated, who is X Personally known to me or ___ who produced _____ as identification this 11th day of July, 2025.




Notary Public



Rizzetta & Company

MJJ 051424

RESOLUTION 2025-17

A RESOLUTION OF THE BOARD OF SUPERVISORS OF SOLTERRA RESORT COMMUNITY DEVELOPMENT DISTRICT PROVIDING FOR THE REMOVAL AND APPOINTMENT OF OFFICERS OF THE DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Solterra Resort Community Development District ("District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Polk County, Florida; and

WHEREAS, due to the impending change of the District's management company effective July 19, 2025, the Board of Supervisors of the District desires to provide for the removal and designation of certain Officers of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF SOLTERRA RESORT COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. Scott Brizendine is appointed Secretary effective as of July 19, 2025. Effective July 18, 2025, Barry Jeskewich is removed as Secretary.

SECTION 2. Shawn Wilkenth ^{+ Brian Mendes} is appointed Assistant Secretary effective as of July 19, 2025. Effective July 18, 2025, Shirley Conley is removed as Assistant Secretary.

SECTION 3. Scott Brizendine is appointed Treasurer effective as of July 19, 2025. Effective July 18, 2025, Johanna Lee is removed as Treasurer.


SECTION 4. Shawn Wilkenth are appointed Assistant Treasurers effective as of July 19, 2025. Effective July 18, 2025, Patricia Kehr and Scott Smith are removed as Assistant Treasurers.

SECTION 5. This Resolution shall become effective immediately upon its adoption.

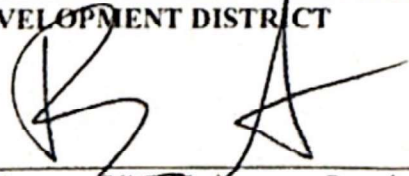
PASSED AND ADOPTED THIS 11TH DAY OF JULY 2025.

ATTEST:

**SOLTERRA RESORT COMMUNITY
DEVELOPMENT DISTRICT**



Secretary/Assistant Secretary



Chairperson/Vice Chairperson, Board of Supervisors

RESOLUTION 2025-18

A RESOLUTION OF THE BOARD OF SUPERVISORS OF SOLTERRA RESORT COMMUNITY DEVELOPMENT DISTRICT DIRECTING RIZZETTA & COMPANY, INC. TO MAINTAIN A LOCAL BANK ACCOUNT AT BANK UNITED FOR THE DISTRICT AND APPOINTING SCOTT BRISENDINE AND SHAWN WILDERMUTH AS SIGNORS ON THE ACCOUNT; AUTHORIZING CLOSURE OF OTHER CHECKING ACCOUNTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Solterra Resort Community Development District (“District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Polk County, Florida; and

WHEREAS, the District’s Board of Supervisors (“Board”) previously adopted a resolution appointing certain employees of the District’s previous management company as officer of the District to perform services on behalf of the District, including as authorized signatories on the District’s bank accounts; and

WHEREAS, the District has engaged the services of Rizzetta & Company, Inc. as the District’s management company effective July 19, 2025, pursuant to a District Management Agreement; and

WHEREAS, the Board desires to establish a local bank account for the District and appoint Scott Brizendine (Secretary), Scott Brizendine (Treasurer), and Shawn Wildermuth (Assistant Treasurer) as signors on the District’s accounts, effective as of July 19, 2025.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF SOLTERRA RESORT COMMUNITY DEVELOPMENT DISTRICT THAT:

SECTION 1. Rizzetta & Company, Inc. is directed to maintain the existing local bank account for the District at Bank United

SECTION 2. Scott Brizendine (Secretary), Scott Brizendine (Treasurer), and Shawn Wildermuth (Assistant Treasurer) shall be appointed as signors on the District’s accounts and are authorized to administer the District’s accounts.

SECTION 3. All previous signers on the District’s accounts shall be automatically removed effective as of July 18, 2025.

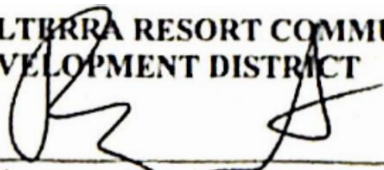
SECTION 4. This Resolution shall take effect upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED THIS 11TH DAY OF JULY 2025.

ATTEST:



Secretary / Assistant Secretary

**SOLTERRA RESORT COMMUNITY
DEVELOPMENT DISTRICT**


Chairperson, Board of Supervisors

RESOLUTION 2025-19

**A RESOLUTION BY THE BOARD OF SUPERVISORS OF SOLTERRA
RESORT COMMUNITY DEVELOPMENT DISTRICT
REDESIGNATING THE PRIMARY ADMINISTRATIVE OFFICE AND
PRINCIPAL HEADQUARTERS OF THE DISTRICT AND PROVIDING
AN EFFECTIVE DATE.**

WHEREAS, Solterra Resort Community Development District ("District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Polk County, Florida; and

WHEREAS, the District desires to specify the location of the District's principal headquarters for the purpose of establishing proper venue under the common law home venue privilege applicable to the District; and

WHEREAS, the District is statutorily required to designate a local district records office location for the purposes of affording citizens the ability to access the District's records, promoting the disclosure of matters undertaken by the District, and ensuring that the public is informed of the activities of the District in accordance with Chapter 119 and Section 190.006(7), *Florida Statutes*.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF
SUPERVISORS OF SOLTERRA RESORT COMMUNITY
DEVELOPMENT DISTRICT:**

SECTION 1. Effective July 19, 2025, the District's primary administrative office for purposes of Chapter 119, Florida Statutes, shall be located at the offices of
9529 Sathpark circle ste. 330 Orlando, FL 32811

SECTION 2. Effective July 19, 2025, the District's principal headquarters for purposes of establishing proper venue shall be located at the Solterra Resort Amenity Center, 5200 Solterra Boulevard, Davenport, Florida 33837 within Polk County, Florida.

SECTION 3. This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED THIS 11TH DAY OF JULY 2025.

ATTEST:



Secretary / Assistant Secretary

**SOLTERRA RESORT COMMUNITY
DEVELOPMENT DISTRICT**



Chairperson, Board of Supervisors

RESOLUTION 2025-20

A RESOLUTION OF THE BOARD OF SUPERVISORS OF SOLTERRA RESORT COMMUNITY DEVELOPMENT DISTRICT REDESIGNATING A REGISTERED AGENT AND REGISTERED OFFICE OF THE DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Solterra Resort Community Development District ("District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Polk County, Florida; and

WHEREAS, the District is statutorily required to designate a registered agent and a registered office location for the purposes of accepting any process, notice, or demand required or permitted by law to be served upon the District in accordance with Section 189.014(1), *Florida Statutes*.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF SOLTERRA RESORT COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. Ritzville & Company Inc. is hereby designated as the Registered Agent for Solterra Resort Community Development District. All persons and/or entities previously designated as the District's Registered Agent shall be automatically removed as of the effective date of this Resolution.

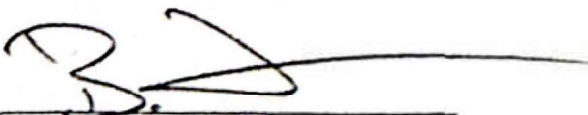
SECTION 2. The District's Registered Office shall be located at 5200 Solterra Boulevard, Davenport, Florida 33837. All locations previously designated as the District's Registered Office shall be automatically removed as of the effective date of this Resolution.

SECTION 3. In accordance with Section 189.014, *Florida Statutes*, the District's Secretary is hereby directed to file certified copies of this Resolution with Polk County, Florida, and the Florida Department of Economic Opportunity.

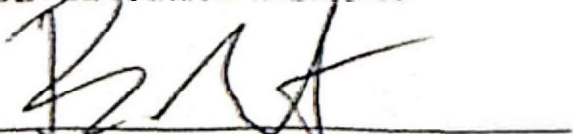
SECTION 4. This Resolution shall become effective on July 19, 2025.

PASSED AND ADOPTED THIS 11TH DAY OF JULY 2025.

ATTEST:


Secretary / Assistant Secretary

**SOLTERRA RESORT COMMUNITY
DEVELOPMENT DISTRICT**


Chairperson, Board of Supervisors

Tab 6

July 3, 2025

Solterra Resort Community Development District
Board of Supervisors

We are pleased to confirm our understanding of the services we are to provide Solterra Resort Community Development District, ("the District") for the fiscal years ended September 30, 2025, 2026, 2027, 2028 and 2029.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, and the disclosures, which collectively comprise the basic financial statements of the District as of and for the years ended September 30, 2025, 2026, 2027, 2028 and 2029. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited.

1. Management's Discussion and Analysis
2. Budgetary comparison schedule

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

Auditor's Responsibilities for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Our audit of the financial statements does not relieve you of your responsibilities.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Other Services

We will also prepare the financial statements of Solterra Resort Community Development District in conformity with accounting principles generally accepted in the United States of America based on information provided by you.

We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America with the oversight of those charged with governance.

Management is responsible for making information available for the drafting of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with accounting principles generally accepted in the United States of America (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

Subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a cognizant or oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of DiBartolomeo, McBee, Hartley & Barnes, P.A. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies. Notwithstanding the foregoing, the parties acknowledge that various documents reviewed or produced during the conduct of the audit may be public records under Florida law.

We will complete the audit within prescribed statutory deadlines, with the understanding that your employees will provide information needed to perform the audit on a timely basis.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Jim Hartley is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it. Our fees for these services are not to exceed \$2,950 for the year ending 2025, \$3,150 for the year ending 2026, \$3,300 for the year ending 2027, \$3,450 for the year ending 2028 and \$3,600 for the year ending 2029, respectively. The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary or if additional Bonds are issued, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination.

Either party may unilaterally terminate this agreement, with or without cause, upon thirty (30) days written notice. Upon any termination of this Agreement, the District will pay all invoices for services rendered prior to the date of the notice of termination but subject to any offsets that the District may have. Pursuant to Section 218.391, Florida Statutes, all invoices for fees or other compensation must be submitted in sufficient detail to demonstrate compliance with the terms of this engagement.

We shall take all necessary steps to ensure that the audit is completed in a timely fashion so that the financial reports and audits may be approved by the District's Board of Supervisors within 180 days after the end of the fiscal year under review.

We agree and understand that Chapter 119, Florida Statutes, may be applicable to documents prepared in connection with the services provided hereunder and agree to cooperate with public record requests made there under. In connection with this Agreement, we agree to comply with all provisions of Florida's public records laws, including but not limited to Section 119.0701, Florida Statutes, the terms of which are incorporated herein. Among other requirements, we will:

- a. Keep and maintain public records required by the District to perform the service.
- b. Upon request from the District's custodian of public records, provide the District with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes or as otherwise provided by law.
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the Agreement if the auditor does not transfer the records to the District.

- d. Upon completion of this Agreement, transfer, at no cost, to the District all public records in possession of the auditor or keep and maintain public records required by the District to perform the service. If the auditor transfers all public records to the District upon completion of this Agreement, the auditor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the auditor keeps and maintains public records upon completion of the Agreement, the auditor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the District, upon request from the District's custodian of public records, in a format that is compatible with the information technology systems of the District.

Reporting

We will issue a written report upon completion of our audit of Solterra Resort Community Development District's financial statements. Our report will be addressed to the Board of Supervisors of the District. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or withdraw from this engagement.

We appreciate the opportunity to be of service to Solterra Resort Community Development District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

DiBartolomeo, McBee, Hartley & Barnes

DiBartolomeo, McBee, Hartley & Barnes, P.A.

RESPONSE:

This letter correctly sets forth the understanding of Solterra Resort Community Development District.

Management signature: _____

Title: _____

Date: _____

Tab 7

RESOLUTION 2025-21

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SOLTERRA RESORT COMMUNITY DEVELOPMENT DISTRICT ADOPTING AN ANNUAL MEETING SCHEDULE FOR FISCAL YEAR 2026; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Solterra Resort Community Development District (“District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within the Polk County, Florida; and

WHEREAS, the District is required by Section 189.015, *Florida Statutes*, to file quarterly, semi-annually, or annually a schedule (including date, time, and location) of its regular meetings with local governing authorities; and

WHEREAS, further, in accordance with the above-referenced statute, the District shall also publish quarterly, semi-annually, or annually the District’s regular meeting schedule in a newspaper of general paid circulation in the county in which the District is located; and

WHEREAS, the Board desires to adopt an annual meeting schedule for the fiscal year beginning October 1, 2025 and ending September 30, 2026 (“Fiscal Year 2026”), attached as **Exhibit A**.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SOLTERRA RESORT COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. The Fiscal Year 2026 annual meeting schedule attached hereto and incorporated by reference herein as **Exhibit A** is hereby approved and shall be published in accordance with the requirements of Florida law and also provided to applicable governing authorities.

SECTION 2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 1ST day of August 2025.

ATTEST:

**SOLTERRA RESORT COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chairperson / Vice Chairperson,
Board of Supervisors

Exhibit A: Annual Meeting Schedule

Exhibit A

SOLTERRA RESORT COMMUNITY DEVELOPMENT DISTRICT NOTICE OF MEETINGS FOR FISCAL YEAR 2026 AND NOTICE OF WORKSHOP MEETINGS

The Board of Supervisors (“Board”) of the Solterra Resort Community Development District will hold their regular meetings for Fiscal Year 2026 at the Solterra Resort Amenity Center, 5200 Solterra Boulevard, Davenport, Florida 33837, on the first Friday of every month at 10:00 a.m., unless otherwise indicated as follows:

**October 3, 2025
November 7, 2025
December 5, 2025
January 9, 2026
February 6, 2026
March 6, 2026
April 3, 2026
May 1, 2026
June 5, 2026
July 10, 2026
August 7, 2026
September 4, 2026**

A copy of the agenda for these meetings may be obtained from the District Manager’s Office, Vesta District Services, 250 International Parkway, Suite 208, Lake Mary, Florida 32746; or by phone at (321) 263-0132.

In accordance with sections 119.071(3)(a) and 286.0113(1), *Florida Statutes*, a portion of the regular meetings may be closed to the public, as it relates to details of the District’s security system plan. The closed sessions may occur at any time during the regular meetings and are expected to last approximately thirty (30) minutes but may end earlier or extend longer.

The Board will also hold a public workshop in conjunction with the regular meetings of the District at 8:00 a.m. on April 3, 2026 (“Budget Workshop”). The Budget Workshop is being held for the purpose of discussing the Fiscal Year 2027 Budget. No Board decisions shall be made at public workshops.

The regular meetings and workshop (together, “Meetings”) will be open to the public, except for those portions of the regular meetings which may be closed to the public in accordance with sections 119.071(3)(a) and 286.0113(1), *Florida Statutes*, and will be conducted in accordance with the provision of Florida law for community development districts. The Meetings may be continued to a date, time and place to be specified on the record at such Meetings.

There may be occasions when one or more Supervisors or staff will participate by telephone. Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations at the Meetings because of a disability or physical impairment should contact the District Manager’s Office at (321) 263-0132, at least three (3) business days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager’s Office.

A person who decides to appeal any decision made by the Board with respect to any matter considered at the Meetings is advised that person will need a record of proceedings and that accordingly,

the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

District Manager

Tab 8

RESOLUTION 2025-22

THE ANNUAL APPROPRIATION RESOLUTION OF THE SOLTERRA RESORT COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGETS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025, AND ENDING SEPTEMBER 30, 2026; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has, prior to the fifteenth (15th) day in June, 2025, submitted to the Board of Supervisors (“**Board**”) of the Solterra Resort Community Development District (“**District**”) proposed budgets (“**Proposed Budget**”) for the fiscal year beginning October 1, 2025 and ending September 30, 2026 (“**Fiscal Year 2026**”) along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

WHEREAS, the Board set a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District’s website at least two days before the public hearing; and

WHEREAS, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1st of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

WHEREAS, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SOLTERRA RESORT COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. BUDGET

- a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.

- b. The Proposed Budget, attached hereto as **Exhibit A**, as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* (“**Adopted Budget**”), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District’s Local Records Office and identified as “The Budget for the Solterra Resort Community Development District for the Fiscal Year Ending September 30, 2026.”
- d. The Adopted Budget shall be posted by the District Manager on the District’s official website within thirty (30) days after adoption, and shall remain on the website for at least 2 years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2026, the sum of \$ _____ to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$ _____
DEBT SERVICE FUND (SERIES 2014)	\$ _____
DEBT SERVICE FUND (SERIES 2018)	\$ _____
DEBT SERVICE FUND (SERIES 2023)	\$ _____
CAPITAL IMPROVEMENT FUNDS	\$ _____
TOTAL ALL FUNDS	\$ _____

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2026 or within 60 days following the end of the Fiscal Year 2026 may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.

- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000 or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.
- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must ensure that any amendments to the budget under paragraph c. above are posted on the District's website within 5 days after adoption and remain on the website for at least 2 years.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 1ST DAY OF AUGUST 2025.

ATTEST:

**SOLTERRA RESORT COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

By: _____
Its: _____

Exhibit A: Adopted Budget for Fiscal Year 2026

Exhibit A

SOLTERRA RESORT CDD
FISCAL YEAR 2025-2026 PROPOSED BUDGET
GENERAL FUND, OPERATIONS & MAINTENANCE (O&M)

		FY 2023 ACTUALS	FY 2024 ACTUALS	FY 2025 ADOPTED	FY 2026 PROPOSED	VARIANCE FY25 - FY26
1	REVENUE					
2	SPECIAL ASSESSMENTS ON-ROLL (Net)	\$ 2,916,764	\$ 3,001,658	\$ 2,931,026	\$ 3,394,885	\$ 463,858
3	SOLTERRA RESORT HOA FUNDING FOR SHERIFF	10,800		-	-	-
4	Resort Usage Fee, Cafe Lease Rev, Cabana Rev, Programming Rev		652,152	977,980	650,000	(327,980)
5	STAFFING: GM COST SHARE				83,750	
6	MISCELLANEOUS REVENUE	5,683	1,579	-	-	-
7	INTEREST	137	66,966	-	-	-
8	FUND BALANCE FORWARD			45,472	-	(45,472)
9	TOTAL REVENUE	2,933,384	3,722,355	3,954,478	4,128,635	90,406
10						
11	EXPENDITURES					
12	GENERAL ADMINISTRATIVE:					
13	SUPERVISOR FEES & RELATED PAYROLL EXPENDITURES	6,000	6,000	12,000	24,000	12,000
14	DISTRICT MANAGEMENT SERVICES PER CONTRACT	43,760	46,000	46,000	58,000	12,000
15	COMPREHENSIVE FIELD SERVICES	10,000	10,000	12,000	-	(12,000)
16	MASS MAILING & PRINTING	304	2,269	1,700	3,700	2,000
17	LEGAL ADVERTISING	1,643	1,036	1,600	1,600	-
18	BANK FEES	339	1,612	900	900	-
19	REGULATORY & PERMIT FEES	175	1,829	250	175	(75)
20	AUDITING SERVICES	2,800	3,800	3,000	4,000	1,000
21	DISTRICT ENGINEER	6,570	34,372	25,000	35,000	10,000
22	LEGAL SERVICES - GENERAL COUNSEL	85,846	57,304	36,000	90,000	54,000
23	COUNTY ASSESSMENT COLLECTION CHARGES	46,914	46,668	36,000	36,000	-
24	WEBSITE & EMAIL ADMINISTRATION	1,737	1,795	2,015	2,015	-
25	MISCELLANEOUS EXPENSES	207	2,538	20,000	500	(19,500)
26	TOTAL GENERAL ADMINISTRATIVE	206,294	215,225	196,465	255,890	59,425
27						
28	INSURANCE:					
29	INSURANCE (General Liability & Public Officials, & Property)	34,830	49,295	55,000	55,000	-
30	TOTAL INSURANCE	34,830	49,295	55,000	55,000	-
31						
32	DEBT SERVICE ADMINISTRATION:					
33	ARBITRAGE REPORTING	650	650	750	750	-
34	DISSEMINATING AGENT PER CONTRACT	4,800	4,800	4,800	4,800	-
35	TRUSTEE FEES	18,337	7,587	17,000	17,000	-
36	TOTAL DEBT SERVICE ADMINISTRATION	23,787	13,037	22,550	22,550	-
37						
38	UTILITIES:					
39	COMMUNICATIONS - PHONE & INTERNET	10,345	5,143	5,100	17,300	12,200
40	GAS	46,374	61,814	78,750	80,000	1,250
41	ELECTRICITY	263,375	262,979	291,803	130,000	(161,803)
42	STREETLIGHTS	-	-	-	155,000	155,000
43	WATER	154,947	184,726	138,600	160,000	21,400
44	RECLAIMED WATER	-	-	-	90,000	90,000
45	CLUBHOUSE WIFI	2,502	4,669	-	-	-
46	PHONE & INTERNET (CLUBHOUSE)	2,767	7,399	12,514	-	(12,514)
47	TOTAL UTILITIES	480,310	526,731	526,767	632,300	105,533
48						
49	SECURITY:					
50	SECURITY MONITORING - MAIN ENTRANCE & CLUBHOUSE	30,130	27,745	45,000	45,000	-
51	SECURITY SYSTEM - MAIN ENTRANCE & CLUBHOUSE	2,400	13,249	40,000	2,400	(37,600)
52	SECURITY - PER RESIDENT CHARGE	915	2,259	5,500	7,300	1,800
53	SECURITY - PENALTY FALSE ALARM	1,632	-	8,500	5,000	(3,500)
54	SECURITY- GUARDHOUSE - STAFFING	291,961	449,575	500,000	550,000	50,000
55	SECURITY - PATROL	7,350	-	50,000	-	(50,000)
56	SECURITY - GATE MAINTENANCE & REPAIR	4,246	8,654	10,000	12,500	2,500
57	SECURITY - OTHER	10,785	36,965			-
58	GATEHOUSE MISC		3,220			-
59	TOTAL SECURITY	349,420	541,668	659,000	622,200	(36,800)
60						
61	STAFFING					

SOLTERRA RESORT CDD
FISCAL YEAR 2025-2026 PROPOSED BUDGET
GENERAL FUND, OPERATIONS & MAINTENANCE (O&M)

		FY 2023 ACTUALS	FY 2024 ACTUALS	FY 2025 ADOPTED	FY 2026 PROPOSED	VARIANCE FY25 - FY26
62	STAFFING: GM COST SHARE				167,500	167,500
62	STAFFING: AMENITY MANAGEMENT	38,100	792,988	281,213	627,120	345,907
63	STAFFING: LIFESTYLE & POOL MONITORING	372,314	593,164	804,075	60,000	(744,075)
64	STAFFING: FACILITY MAINTENANCE	14,423	30,216	257,491	314,954	57,463
65	TOTAL STAFFING	424,836	1,416,368	1,342,779	1,169,574	(173,205)
66						
67	LIFESTYLES					
68	GENERAL OPERATING EXPENSES				20,000	20,000
69	LIFESTYLE EVENTS, SUPPLIES & EXPENSES	38,145	36,858	60,000	60,000	-
70	LIFESTYLE LICENSES	4,983	-	1,000	1,000	-
71	WATER AND VENDING SERVICES	645	534	7,000	1,500	(5,500)
72	TOTAL LIFESTYLES	43,773	37,392	68,000	82,500	14,500
73						
74	FACILITY MAINTENANCE:					
75	FACILITY MAINTENANCE - JANITORIAL	102,136	87,385	87,600	87,600	-
76	FACILITY R&M - BUILDINGS & RECREATIONAL				22,000	22,000
77	FACILITY R&M - FURNITURE, FIXTURES & EQUIPMENT				2,348	2,348
78	PEST CONTROL & TERMITE BOND	2,512	2,125	20,780	3,000	(17,780)
79	POOL PERMIT	701	700	850	850	-
80	POOL SERVICE - CONTRACT	30,064	33,600	51,000	51,000	-
81	RECREATIONAL WATER FACILITIES R&M	101,619	136,623	48,281	51,000	2,719
82	SLIDE MAINTENANCE & REPAIRS	-	-	2,500		(2,500)
83	FITNESS FACILITIES R&M	7,808	10,036	10,000	10,000	-
84	SIGNAGE	10,432	3,343	2,000	-	(2,000)
85	DECORATIVE LIGHTS	-	19,067	-	12,000	12,000
86	PRESSURE WASHING	-	14,713	15,000	18,000	3,000
87	SOLID WASTE DISPOSAL	59,111	13,803	70,000	20,000	(50,000)
88	GENERAL OPERATING EXPENSES	11,416	13,155	-	-	-
89	FACILITY CONTINGENCY	10,110	10,014	46,000	26,000	(20,000)
90	TOTAL FACILITY MAINTENANCE	335,908	344,564	354,011	303,798	(50,213)
91						
92	LANDSCAPE/PROPERTY MAINTENANCE:					
93	POND & WETLAND MAINTENANCE	28,716	32,922	53,800	53,800	-
94	LANDSCAPE MAINTENANCE - CONTRACT	164,879	210,158	250,000	250,000	-
95	LANDSCAPE REPLINISHMENT & ENHANCEMENT	88,375	86,417	116,667	116,667	-
96	IRRIGATION REPAIRS & MAINTENANCE	5,569	22,181	20,000	21,000	1,000
97	HARDSCAPE REPAIRS & MAINTENANCE			25,000	25,000	-
98	LANDSCAPE/PROPERTY CONTINGENCY	1,626	59,527	64,400	64,400	-
99	TOTAL LANDSCAPE/PROPERTY MAINTENANCE	289,165	411,206	529,867	530,867	1,000
100						
101	CAPITAL IMPROVEMENT & RESERVES					
102	CAPITAL IMPROVEMENT	67,337	157,279	196,039	453,956	257,917
103	FURNITURE	-	77,738	-	-	-
104	RESERVE STUDY	-	-	4,000	-	(4,000)
105	INCREASE FOR OPERATING CAPITAL RESERVE	-	-	-	-	-
106	TOTAL CAPITAL IMPROVEMENTS	67,337	235,017	200,039	453,956	253,917
107						
108	TOTAL EXPENDITURES	2,255,661	3,790,503	3,954,478	4,128,635	174,156
109						
110	EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	677,722	(68,147)	-	-	(83,749)
111						
112	FUND BALANCE - BEGINNING	840,068	1,517,790	1,449,643	1,404,171	(45,472)
113	FUND BALANCE FORWARD			(45,472)	-	45,472
114	NET CHANGE IN FUND BALANCE	677,722	(68,147)	-	-	-
115	FUND BALANCE - ENDING - PROJECTED	\$ 1,517,790	\$ 1,449,643	\$ 1,404,171	\$ 1,404,171	\$ -

SOLTERRA RESORT CDD
FISCAL YEAR 2025-2026 PROPOSED BUDGET
CONTRACT SUMMARY

	FINANCIAL STATEMENT CATEGORY	VENDOR	AMOUNT	COMMENTS (SCOPE OF SERVICE)
1	GENERAL ADMINISTRATIVE:			
2	1511001 - SUPERVISOR FEES & RELATED EXPENDITURES		24,000	Limited by Statute - assumes 5 supervisors at \$200 per meeting for 12 meetings plus 12 workshops
3	1513015 - DISTRICT MANAGEMENT SERVICES PER CONTRACT	VESTA	58,000	All District Management Services - Excluding Dissemination Services
4	1513031 - POSTAGE, MASS MAILING & PRINTING	Alphagraphics Tampa Print	3,700	Postage & District mass mailing (e.g. Assessment notice)
5	1513033 - LEGAL ADVERTISING	Business Observer	1,600	Required Meetings and Public Hearings Notices
6	1513035 - BANK FEES	SouthState	900	Analysis Charge - offset by credits & interest when maintain larger monthly balance
7	1513040 - REGULATORY AND PERMIT FEES	FL DEPT. OF COMMERCE	175	Statutory CDD Fee
8	1513070 - AUDITING SERVICES	DIBARTOLOMEO, McBEE, HARTLEY & BARNES PA	4,000	Independent annual financial audit required by Statute
9	1513080 - DISTRICT ENGINEER	STANTEC CONSULTING	35,000	Per March and June '24 Change Orders
10	1514020 - LEGAL SERVICES - GENERAL COUNSEL	Kilinski Van Wyk	90,000	Estimate per trending and increase in fees
11	1549070 - COUNTY ASSESSMENT COLLECTION CHARGES	POLK COUNTY	36,000	Tax notice mailings and collection fees (% of total assessments)
12	1549075 - WEBSITE & EMAIL ADMINISTRATION	SCHOOLNOW/VESTA (MICROSOFT)	2,015	CDD Website and changes to amenity website plus Supervisor emails
13	1514011 - MISCELLANEOUS EXPENSES		500	Additional administrative expenses (District Business - not amenity, facility, or lifestyle related)
14	TOTAL GENERAL ADMINISTRATIVE:		255,890	
15	INSURANCE:			
16	1513100 - INSURANCE (General Liability & Public Officials)	EGIS INSURANCE	55,000	Awaiting Egis Quote - Anticipated Hurricane Recovery Increase
17	TOTAL INSURANCE:		55,000	
18	DEBT SERVICE ADMINISTRATION:			
19	1513041 - ARBTRAGE REPORTING	LLS TAX SOLUTIONS	750	Series 2018 bond yield calculations & reporting per IRS requirements. 2014 and 2023 bonds are exempt.
20	1513125 - DISSEMINATING AGENT PER CONTRACT	VESTA	4,800	Bond disclosures & duties per Securities and Exchange Commission requirements
21	1513130 - TRUSTEE FEES	US BANK	17,000	Management of accounts associated with bond issues
22	TOTAL DEBT SERVICE ADMINISTRATION:		22,550	
23	UTILITIES:			
24	1541120 - COMMUNICATIONS - PHONE & INTERNET	SPECTRUM (BRIGHTHOUSE)	17,300	Guardhouse and Clubhouse phone & wifi
25	1531016 - GAS	FLORIDA PUBLIC UTILITIES	80,000	Supplies pool heaters - Current Trend + Anticipate rate increase
26	1531010 - ELECTRICITY	DUKE ENERGY	130,000	AMENITY, GUARD & PUMP - Current Trend + Anticipate rate increase
27	1531030 - STREETLIGHTS	DUKE ENERGY	155,000	Anticipated Increase for rates
28	1533020 - WATER	POLK COUNTY UTILITIES	160,000	Clubhouse & Guardhouse - Current Trend + Anticipate rate increase
29	1533012 - Reclaimed Water	POLK COUNTY UTILITIES	90,000	Irrigation - Current Trend + Anticipate rate increase
30	TOTAL UTILITIES		632,300	
31	SECURITY:			
32	1521010 - SECURITY MONITORING - MAIN ENTRANCE & CLUBHOUSE	PROPTIA / INSYTE / ENVERA	45,000	MONITORING SERVICES Contract Fees: Proptia \$775/mth, Insyte \$710/mth, Envera \$1599/mth Plus Anticipated Increase
33	1521020 - SECURITY SYSTEM - MAIN ENTRANCE & CLUBHOUSE	FLOCK / PROPTIA / INSYTE / ENVERA	2,400	EQUIPMENT rental/repairs/replacement not included as part of monthly monitoring services
34	1521028 - SECURITY - PER RESIDENT CHARGE	PROPTIA & CALCENTURY	7,300	ACCESS - Guest Passes, Credentials, & Credits, wristbands, etc.
35	1521030 - SECURITY - PENALTY FALSE ALARM	Polk County	5,000	
36	1521050 - SECURITY- GUARDHOUSE - STAFFING	FTI	550,000	Main entry and patrol/rover
37	SECURITY - PATROL	OFF DUTY POLK COUNTY SHERIFF	-	Added to Security - Guardhouse & Rover
38	1521065 - SECURITY - GATE MAINTENANCE & REPAIR	INSYTE / VARIOUS	12,500	MISCELLANEOUS All gates (Main, Amenity & Emergency) (not monitoring system or equipment)
39	TOTAL SECURITY		622,200	
40	STAFFING			
41	STAFFING: GM COST SHARE	Artemis	167,500	50% reimbursed by the HOA
42	1541094 - STAFFING: AMENITY MANAGEMENT	Artemis	627,120	GM, AGM
43	1541095 - STAFFING: LIFESTYLE & POOL MONITORING	Artemis	60,000	LS Coords, Resort Hosts, Concierge, Pool Monitors
44	1541092 - STAFFING: FACILITY MAINTENANCE		314,954	Fac Mgr and Maint. Techs
45	TOTAL STAFFING		1,169,574	
	LIFESTYLES			

SOLTERRA RESORT CDD
FISCAL YEAR 2025-2026 PROPOSED BUDGET
CONTRACT SUMMARY

FINANCIAL STATEMENT CATEGORY	VENDOR	AMOUNT	COMMENTS (SCOPE OF SERVICE)
1513012 · GENERAL OPERATING EXPENSES		20,000	Amenity Administrative expenses (Xerox/copies (1,200/mo), amenity mailings & postage, office supplies, subscription for amenity communications, etc.), Recreational equipment expenses (replace/repair equipment used by guests such as court nets/posts, tennis/pickelball sets, pool tubes, etc.), & staff uniforms, etc.
1541110 - LIFESTYLE EVENTS, SUPPLIES & EXPENSES		60,000	Events/scheduled activities - includes vendors and supplies & MOVIE LICENSE; CLUBHOUSE SUPPLIES AND UNIFORMS
1573110 - LIFESTYLE LICENSES		1,000	Music Licenses and Memberships
1573092 - WATER AND VENDING SERVICES	Aqua Chill of Orlando LLC	1,500	Aqua Chill (\$900) plus additional courtesy supplies
TOTAL LIFESTYLES		82,500	
FACILITY MAINTENANCE:			
1541101 · CLUBHOUSE FACILITY MAINTENANCE - JANITORIAL	Amenity Services LLC/JSS/CINTAS	87,600	Janitorial Services & Supplies, Porter Services, and pet waste station supplies
1541090 · FACILITY REPAIRS & MAINTENANCE - Buildings & Recreational Facilities		22,000	Structural maintenance/repairs for all District-owned buildings and other exterior recreational amenities (such as tennis/pickleball courts, sand volleyball court, playground) - inc. supplies and vendor services
1541106 · FACILITY REPAIRS & MAINTENANCE - Furniture, Fixtures, and Equipment	Westbrook / VARIOUS	2,348	HVAC Preventative Maint. Contract (\$2,348), all furniture, furnishings, plus non-recreational equipment, inc. club car - inc. supplies and vendor services (See 1513012 - General Operating Expenses for recreaional equipment)
1573090 - PEST CONTROL & TERMITE BOND	Truly Nolan	3,000	Clubhouse & pool deck rodent & insect control
1513049 - POOL PERMIT	Polk County Health Dept	850	FIXED FEE; ANNUAL COMPLIANCE (Pool, Lazy River & Spa)
1513044 - POOL SERVICE - CONTRACT	Sunrise Solutions Pool Service, LLC / Spies	51,000	Monthly Maintenance Service & Chemicals (Pool, Lazy River & Spa)
1513047 · RECREATIONAL WATER FACILITIES - R&M	Westbrook / Spies	51,000	Maintenance & repairs for all water-related amenities (pool, spa, lazy river, slide). Includes pool heater preventative maintenance (Westbrook: \$7,500) and pool filter replacements (\$9,100)
1513061 · FITNESS FACILITIES - R&M	Exercise Systems	10,000	Gym Equipment Quarterly Maint. Contract (\$1,180/yr) plus equipment repairs/replacement
1513055 · SIGNAGE	Florida Wrap Pros, LLC		Street & Facility signs
1541040 · DECORATIVE LIGHTS	TPG Lighting	12,000	Holiday Lighting & Permanent Lighting Repairs
1551001 - PRESSURE WASHING	Buddy's Pressure Washing	18,000	
1534010 · SOLID WASTE DISPOSAL	Waste Connections	20,000	Compactor Charge (\$10,625/yr) plus \$1052 ea dump/return w/ICI waste
1551000 - FACILITY CONTINGENCY		26,000	
TOTAL FACILITY MAINTENANCE:		303,798	
LANDSCAPE/PROPERTY MAINTENANCE:			
1506040 - POND & WETLAND MAINTENANCE	STEADFAST	53,800	Monthly Aquatic maintenance of 29 sites (contract: \$28,800) plus non-contractual pond expenses: plantings, pond bank remediation, insect control, fish installations, etc., wetland mitigation
1506042 - LANDSCAPE MAINTENANCE - CONTRACT	YELLOWSTONE	250,000	Core monthly maintenance services, pond mowing (\$193,992), plus quarterly palm fertilization, palm & tree trimming
1506050 - LANDSCAPE REPLENISHMENT & ENHANCEMENT	YELLOWSTONE	116,667	Mulch (63,000), additional landscape projects outside of maintenance scope
1506055 - IRRIGATION REPAIRS & MAINTENANCE	YELLOWSTONE & POLK COUNTY	21,000	Includes Polk County Water Violations
1573104 - HARDSCAPE REPAIRS & MAINTENANCE		25,000	Pertaining to Right of Way Hardscape - Road, curb/inlet, pavement, ADA compliant mats, and perimeter walls/fences (excludes Gates [security]), parking lots
1546006 - LANDSCAPE/PROPERTY CONTINGENCY		64,400	Includes subterranean infrastructure (pipes/sewer lines)
TOTAL LANDSCAPE/PROPERTY MAINTENANCE:		530,867	
CAPITAL IMPROVEMENTS & RESERVE			
1190000 - CAPITAL IMPROVEMENT		453,956	Reserve Study Suggests CRF be \$347,000 by end of FY26. Budget For: \$13,300 Deck Furniture, 35,882 Aqua Slide, \$125k Gym Equip, Pool Lighting \$8,800 = \$182,982
1573120 · RESERVE STUDY		-	Reserve Study completed FY25 - Plan funding for update in FY30 or if/when additional major facilities added
INCREASE IN OPERATING CAPITAL RESERVE		-	
TOTAL CAPITAL IMPROVEMENTS & RESERVE		453,956	

SOLTERRA RESORT CDD
FISCAL YEAR 2025-2026 PROPOSED BUDGET
ASSESSMENT ALLOCATION

SOLTERRA RESORT BUDGET	
GENERAL ADMINISTRATIVE (90%)	\$230,301.00
INSURANCE (90%)	\$49,500.00
DEBT ADMINISTRATION (90%)	\$20,295.00
UTILITIES (92%)	\$581,716.00
SECURITY (90%)	\$559,980.00
STAFFING (90%)	\$1,052,616.60
LIFESTYLES (90%)	\$74,250.00
FACILITY MAINTENANCE (90%)	\$273,418.20
LANDSCAPE MAINTENANCE (100%)	\$530,867.00
CAPITAL IMPROVEMENTS (90%)	\$408,560.04
LESS: RESORT FEE & HOA COST SHARE (90%)	-\$660,375.00
NET O&M ASSESSMENT	\$3,121,128.84
EARLY PAYMENT DISCOUNT	\$134,242.10
COUNTY COLLECTION COSTS	\$100,681.58
GROSS O&M ASSESSMENT	\$3,356,052.52

SOLTERRA SPRINGS BUDGET	
GENERAL ADMINISTRATIVE (10%)	\$25,589.00
INSURANCE (10%)	\$5,500.00
DEBT ADMINISTRATION (10%)	\$2,255.00
UTILITIES (8%)	\$50,584.00
SECURITY (10%)	\$62,220.00
STAFFING (10%)	\$116,957.40
LIFESTYLES (10%)	\$8,250.00
FACILITY MAINTENANCE (10%)	\$30,379.80
LANDSCAPE MAINTENANCE (0%)	\$0.00
CAPITAL IMPROVEMENTS (10%)	\$45,395.56
LESS: RESORT FEE & HOA COST SHARE (10%)	-\$73,375.00
NET O&M ASSESSMENT	\$273,755.76
EARLY PAYMENT DISCOUNT	\$11,774.44
COUNTY COLLECTION COSTS	\$8,830.83
GROSS O&M ASSESSMENT	\$294,361.03

UNIT SIZE & PHASE	UNITS ASSESSED				ALLOCATION OF RESORT O&M ASSESSMENT				
	O&M	SERIES 2023 DEBT SERVICE	SERIES 2014 DEBT SERVICE	SERIES 2018 DEBT SERVICE	ERU FACTOR	TOTAL ERU's	% TOTAL ERU's	TOTAL O&M	O&M PER LOT
AA1									
TOWNHOME	100	100			1.00	100.0	9.34%	\$313,356.91	\$3,133.57
SINGLE FAMILY 50'	230	230			1.00	230.0	21.48%	\$720,720.90	\$3,133.57
SINGLE FAMILY 70'	95	95			1.00	95.0	8.87%	\$297,689.07	\$3,133.57
AA2									
SINGLE FAMILY 40'-50'	146		146		1.00	146.0	13.63%	\$457,501.09	\$3,133.57
SINGLE FAMILY 70'	59		59		1.00	59.0	5.51%	\$184,880.58	\$3,133.57
AA3									
TOWNHOME	120			120	1.00	120.0	11.20%	\$376,028.29	\$3,133.57
SINGLE FAMILY 40'-50'	100			100	1.00	100.0	9.34%	\$313,356.91	\$3,133.57
SINGLE FAMILY 50'	171			171	1.00	171.0	15.97%	\$535,840.32	\$3,133.57
SINGLE FAMILY 70'	50			50	1.00	50.0	4.67%	\$156,678.46	\$3,133.57
SOLTERRA SPRINGS									
SINGLE FAMILY 50' (PPMT)	55			55					
SINGLE FAMILY 50'	63			63					
	1189	425	205	559		1071.0	100.00%	\$3,356,052.52	

ALLOCATION OF SPRINGS O&M ASSESSMENT				
ERU FACTOR	TOTAL ERU's	% TOTAL ERU's	TOTAL O&M	O&M PER LOT
1.00	55.0	46.61%	\$137,202.18	\$2,494.59
1.00	63.0	53.39%	\$157,158.86	\$2,494.59
	118.0	100.00%	\$294,361.03	

UNIT SIZE & PHASE	PER UNIT ANNUAL ASSESSMENT ⁽²⁾				FY 2025 PER UNIT	VARIANCE PER YEAR PER UNIT	VARIANCE PER MONTH PER UNIT
	TOTAL O&M PER UNIT	SERIES 2023 DEBT SERVICE	SERIES 2014 DEBT SERVICE	SERIES 2018 DEBT SERVICE			
AA1							
TOWNHOME	\$3,133.57	\$563.69			\$3,276.75	\$420.50	\$35.04
SINGLE FAMILY 50'	\$3,133.57	\$1,024.88			\$3,737.95	\$420.50	\$35.04
SINGLE FAMILY 70'	\$3,133.57	\$1,178.61			\$3,891.68	\$420.50	\$35.04
AA2							
SINGLE FAMILY 40'-50'	\$3,133.57		\$1,301.00		\$4,014.07	\$420.50	\$35.04
SINGLE FAMILY 70'	\$3,133.57		\$1,496.15		\$4,209.22	\$420.50	\$35.04
AA3							
TOWNHOME	\$3,133.57			\$745.44	\$3,458.51	\$420.50	\$35.04
SINGLE FAMILY 40'-50'	\$3,133.57			\$1,259.95	\$3,973.01	\$420.50	\$35.04
SINGLE FAMILY 50'	\$3,133.57			\$1,355.55	\$4,068.61	\$420.50	\$35.04
SINGLE FAMILY 70'	\$3,133.57			\$1,427.51	\$4,140.58	\$420.50	\$35.04
SOLTERRA SPRINGS							
SINGLE FAMILY 50' (PPMT)	\$2,494.59			\$1,124.21	\$3,208.53	\$410.27	\$34.19
SINGLE FAMILY 50'	\$2,494.59			\$1,355.55	\$3,439.86	\$410.27	\$34.19

⁽¹⁾ Reflects the total number of lots with Series 2023, 2014 and 2018 debt outstanding.

⁽²⁾ Annual debt service assessments per unit adopted in connection with the Series 2023, 2014 and 2018 bond issuances. Annual Debt Service Assessments includes principal, interest, County collection costs and early payment discounts.

⁽³⁾ Annual assessments that will appear on the November, 2025 County property tax bill. Amount shown includes all applicable county collection costs (3%) and early payment discounts (up to 4% if paid early).

SOLTERRA RESORT CDD
FISCAL YEAR 2025-2026 PROPOSED BUDGET
DEBT SERVICE OBLIGATION

	SERIES 2014	SERIES 2018	SERIES 2023	TOTAL BUDGET
REVENUE				
ASSESSMENT ON -ROLL (NET MADS)	258,744	618,463	375,776	1,252,983
TOTAL REVENUE	258,744	618,463	375,776	1,252,983
EXPENDITURES				
INTEREST				
May 1, 2026	80,197	218,178	117,927	416,302
November 1, 2026	80,197	213,784	114,001	407,982
PRINCIPAL				
May 1, 2026		185,000	142,000	327,000
November 1, 2026	95,000		-	95,000
TOTAL EXPENDITURES	255,394	616,963	373,928	1,246,284
				-
EXCESS REVENUE OVER (UNDER) EXPENDITURES	\$ 3,350	\$ 1,500	\$ 1,848	\$ 6,698
FUND BALANCE - ENDING	\$ 3,350	\$ 1,500	\$ 1,848	\$ 6,698

Net Debt Service Assessments	1,252,983
County Collection Costs (3%) and Early Payment Discounts (4%)	94,311
Gross Debt Service Assessments	\$ 1,347,293

SOLTERRA RESORT CDD
FISCAL YEAR 2025-2026 PROPOSED BUDGET
\$3,830,000 SPECIAL ASSESSMENT BONDS, SERIES 2014

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service	Bonds Outstanding
12/22/2014						3,830,000
5/1/2015		5.000%	72,256	72,256		3,830,000
11/1/2015	85,000	5.000%	100,822	185,822	258,078	3,745,000
5/1/2016		5.000%	98,697	98,697		3,745,000
11/1/2016	60,000	5.000%	98,697	158,697	257,394	3,685,000
5/1/2017		5.000%	97,197	97,197		3,685,000
11/1/2017	60,000	5.000%	97,197	157,197	254,394	3,625,000
5/1/2018		5.000%	95,697	95,697		3,625,000
11/1/2018	65,000	5.000%	95,697	160,697	256,394	3,560,000
5/1/2019		5.000%	94,072	94,072		3,560,000
11/1/2019	70,000	5.000%	94,072	164,072	258,144	3,490,000
5/1/2020		5.000%	92,322	92,322		3,490,000
11/1/2020	70,000	5.000%	92,322	162,322	254,644	3,420,000
5/1/2021		5.000%	90,572	90,572		3,420,000
11/1/2021	75,000	5.000%	90,572	165,572	256,144	3,345,000
5/1/2022		5.000%	88,697	88,697		3,345,000
11/1/2022	80,000	5.000%	88,697	168,697	257,394	3,265,000
5/1/2023		5.000%	86,697	86,697		3,265,000
11/1/2023	85,000	5.000%	86,697	171,697	258,394	3,180,000
5/1/2024		5.000%	84,572	84,572		3,180,000
11/1/2024	85,000	5.000%	84,572	169,572	254,144	3,095,000
5/1/2025		5.000%	82,447	82,447		3,095,000
11/1/2025	90,000	5.000%	82,447	172,447	254,894	3,005,000
5/1/2026		5.000%	80,197	80,197		3,005,000
11/1/2026	95,000	5.000%	80,197	175,197	255,394	2,910,000
5/1/2027		5.000%	77,822	77,822		2,910,000
11/1/2027	100,000	5.000%	77,822	177,822	255,644	2,810,000
5/1/2028		5.000%	75,322	75,322		2,810,000
11/1/2028	105,000	5.000%	75,322	180,322	255,644	2,705,000
5/1/2029		5.375%	72,697	72,697		2,705,000
11/1/2029	110,000	5.375%	72,697	182,697	255,394	2,595,000
5/1/2030		5.375%	69,741	69,741		2,595,000
11/1/2030	115,000	5.375%	69,741	184,741	254,481	2,480,000
5/1/2031		5.375%	66,650	66,650		2,480,000
11/1/2031	125,000	5.375%	66,650	191,650	258,300	2,355,000
5/1/2032		5.375%	63,291	63,291		2,355,000
11/1/2032	130,000	5.375%	63,291	193,291	256,581	2,225,000
5/1/2033		5.375%	59,797	59,797		2,225,000
11/1/2033	135,000	5.375%	59,797	194,797	254,594	2,090,000
5/1/2034		5.375%	56,169	56,169		2,090,000
11/1/2034	145,000	5.375%	56,169	201,169	257,338	1,945,000
5/1/2035		5.375%	52,272	52,272		1,945,000
11/1/2035	150,000	5.375%	52,272	202,272	254,544	1,795,000
5/1/2036		5.375%	48,241	48,241		1,795,000
11/1/2036	160,000	5.375%	48,241	208,241	256,481	1,635,000
5/1/2037		5.375%	43,941	43,941		1,635,000
11/1/2037	170,000	5.375%	43,941	213,941	257,881	1,465,000
5/1/2038		5.375%	39,372	39,372		1,465,000
11/1/2038	180,000	5.375%	39,372	219,372	258,744	1,285,000
5/1/2039		5.375%	34,534	34,534		1,285,000
11/1/2039	185,000	5.375%	34,534	219,534	254,069	1,100,000
5/1/2040		5.375%	29,563	29,563		1,100,000
11/1/2040	195,000	5.375%	29,563	224,563	254,125	905,000
5/1/2041		5.375%	24,322	24,322		905,000
11/1/2041	210,000	5.375%	24,322	234,322	258,644	695,000
5/1/2042		5.375%	18,678	18,678		695,000
11/1/2042	220,000	5.375%	18,678	238,678	257,356	475,000
5/1/2043		5.375%	12,766	12,766		475,000
11/1/2043	230,000	5.375%	12,766	242,766	255,531	245,000
5/1/2044		5.375%	6,584	6,584		245,000
11/1/2044	245,000	5.375%	6,584	251,584	258,169	-
Total	3,830,000		3,858,928	7,688,928	7,688,928	

Footnote:

(a) For budgetary purposes only.

Max. annual debt service:

258,744

SOLTERRA RESORT CDD
FISCAL YEAR 2025-2026 PROPOSED BUDGET
\$9,420,000 SPECIAL ASSESSMENT BONDS, SERIES 2018

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service	Bonds Outstanding
9/30/2021						8,990,000
11/1/2021		4.000%	232,553	232,553	232,553	8,990,000
5/1/2022	155,000	4.000%	232,553	387,553		8,835,000
11/1/2022		4.000%	229,453	229,453	617,006	8,835,000
5/1/2023	160,000	4.000%	229,453	389,453		8,675,000
11/1/2023		4.000%	226,253	226,253	615,706	8,675,000
5/1/2024	165,000	4.750%	226,253	391,253		8,510,000
11/1/2024		4.750%	222,334	222,334	613,588	8,510,000
5/1/2025	175,000	4.750%	222,334	397,334		8,335,000
11/1/2025		4.750%	218,178	218,178	615,513	8,335,000
5/1/2026	185,000	4.750%	218,178	403,178		8,150,000
11/1/2026		4.750%	213,784	213,784	616,963	8,150,000
5/1/2027	195,000	4.750%	213,784	408,784		7,955,000
11/1/2027		4.750%	209,153	209,153	617,938	7,955,000
5/1/2028	205,000	4.750%	209,153	414,153		7,750,000
11/1/2028		4.750%	204,284	204,284	618,438	7,750,000
5/1/2029	215,000	4.750%	204,284	419,284		7,535,000
11/1/2029		4.750%	199,178	199,178	618,463	7,535,000
5/1/2030	225,000	5.000%	199,178	424,178		7,310,000
11/1/2030		5.000%	193,553	193,553	617,731	7,310,000
5/1/2031	235,000	5.000%	193,553	428,553		7,075,000
11/1/2031		5.000%	187,678	187,678	616,231	7,075,000
5/1/2032	245,000	5.000%	187,678	432,678		6,830,000
11/1/2032		5.000%	181,553	181,553	614,231	6,830,000
5/1/2033	260,000	5.000%	181,553	441,553		6,570,000
11/1/2033		5.000%	175,053	175,053	616,606	6,570,000
5/1/2034	275,000	5.000%	175,053	450,053		6,295,000
11/1/2034		5.000%	168,178	168,178	618,231	6,295,000
5/1/2035	285,000	5.250%	168,178	453,178		6,010,000
11/1/2035		5.250%	160,697	160,697	613,875	6,010,000
5/1/2036	305,000	5.250%	160,697	465,697		5,705,000
11/1/2036		5.250%	152,691	152,691	618,388	5,705,000
5/1/2037	320,000	5.250%	152,691	472,691		5,385,000
11/1/2037		5.250%	144,291	144,291	616,981	5,385,000
5/1/2038	335,000	5.250%	144,291	479,291		5,050,000
11/1/2038		5.250%	135,497	135,497	614,788	5,050,000
5/1/2039	355,000	5.250%	135,497	490,497		4,695,000
11/1/2039		5.250%	126,178	126,178	616,675	4,695,000
5/1/2040	365,000	5.375%	126,178	491,178		4,330,000
11/1/2040		5.375%	116,369	116,369	607,547	4,330,000
5/1/2041	385,000	5.375%	116,369	501,369		3,945,000
11/1/2041	-	5.375%	106,022	106,022	607,391	3,945,000
5/1/2042	405,000	5.375%	106,022	511,022		3,540,000
11/1/2042	-	5.375%	95,138	95,138	606,159	3,540,000
5/1/2043	430,000	5.375%	95,138	525,138		3,110,000
11/1/2043	-	5.375%	83,581	83,581	608,719	3,110,000
5/1/2044	450,000	5.375%	83,581	533,581		2,660,000
11/1/2044	-	5.375%	71,488	71,488	605,069	2,660,000
5/1/2045	475,000	5.375%	71,488	546,488		2,185,000
11/1/2045	-	5.375%	58,722	58,722	605,209	2,185,000
5/1/2046	505,000	5.375%	58,722	563,722		1,680,000
11/1/2046	-	5.375%	45,150	45,150	608,872	1,680,000
5/1/2047	530,000	5.375%	45,150	575,150		1,150,000
11/1/2047	-	5.375%	30,906	30,906	606,056	1,150,000
5/1/2048	560,000	5.375%	30,906	590,906		590,000
11/1/2048	-	5.375%	15,856	15,856	606,763	590,000
5/1/2049	590,000	5.375%	15,856	605,856		-
11/1/2049	-				605,856	-
Total	8,990,000		8,407,544	17,397,544	17,397,544	

Footnote:

Max. annual debt service:

618,462.50

(a) For budgetary purposes only.

SOLTERRA RESORT CDD
FISCAL YEAR 2025-2026 PROPOSED BUDGET
\$4,527,000 SERIES 2023 REFI BONDS

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service	Bonds Outstanding
			57,718	57,718	57,718	4,527,000
5/1/2024	129,000	5.53%	125,172	254,172		4,398,000
11/1/2024	-	5.53%	121,605	121,605	375,776	4,398,000
5/1/2025	133,000	5.53%	121,605	254,605		4,265,000
11/1/2025		5.53%	117,927	117,927	372,532	4,265,000
5/1/2026	142,000	5.53%	117,927	259,927		4,123,000
11/1/2026	-	5.53%	114,001	114,001	373,928	4,123,000
5/1/2027	151,000	5.53%	114,001	265,001		3,972,000
11/1/2027	-	5.53%	109,826	109,826	374,827	3,972,000
5/1/2028	160,000	5.53%	109,826	269,826		3,812,000
11/1/2028	-	5.53%	105,402	105,402	375,228	3,812,000
5/1/2029	169,000	5.53%	105,402	274,402		3,643,000
11/1/2029	-	5.53%	100,729	100,729	375,131	3,643,000
5/1/2030	177,000	5.53%	100,729	277,729		3,466,000
11/1/2030	-	5.53%	95,835	95,835	373,564	3,466,000
5/1/2031	186,000	5.53%	95,835	281,835		3,280,000
11/1/2031	-	5.53%	90,692	90,692	372,527	3,280,000
5/1/2032	198,000	5.53%	90,692	288,692		3,082,000
11/1/2032	-	5.53%	85,217	85,217	373,909	3,082,000
5/1/2033	210,000	5.53%	85,217	295,217		2,872,000
11/1/2033	-	5.53%	79,411	79,411	374,628	2,872,000
5/1/2034	223,000	5.53%	79,411	302,411		2,649,000
11/1/2034	-	5.53%	73,245	73,245	375,656	2,649,000
5/1/2035	233,000	5.53%	73,245	306,245		2,416,000
11/1/2035	-	5.53%	66,802	66,802	373,047	2,416,000
5/1/2036	248,000	5.53%	66,802	314,802		2,168,000
11/1/2036	-	5.53%	59,945	59,945	374,748	2,168,000
5/1/2037	263,000	5.53%	59,945	322,945		1,905,000
11/1/2037		5.53%	52,673	52,673	375,618	1,905,000
5/1/2038	276,000	5.53%	52,673	328,673		1,629,000
11/1/2038		5.53%	45,042	45,042	373,715	1,629,000
5/1/2039	290,000	5.53%	45,042	335,042		1,339,000
11/1/2039		5.53%	37,023	37,023	372,065	1,339,000
5/1/2040	307,000	5.53%	37,023	344,023		1,032,000
11/1/2040	-	5.53%	28,535	28,535	372,558	1,032,000
5/1/2041	327,000	5.53%	28,535	355,535		705,000
11/1/2041	-	5.53%	19,493	19,493	375,028	705,000
5/1/2042	343,000	5.53%	19,493	362,493		362,000
11/1/2042	-	5.53%	10,009	10,009	372,503	362,000
5/1/2043	362,000	5.53%	10,009	372,009		-
Total	\$ 4,527,000		\$ 3,009,715	\$ 7,536,715	\$ 7,164,706	

Footnote:

Max. annual debt service:

375,776.25

(a) For budgetary purposes only.

Tab 9

RESOLUTION 2025-23

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SOLTERRA RESORT COMMUNITY DEVELOPMENT DISTRICT MAKING A DETERMINATION OF BENEFIT AND IMPOSING SPECIAL ASSESSMENTS FOR FISCAL YEAR 2026; PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Solterra Resort Community Development District (“**District**”) is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

WHEREAS, the District is located in Polk County, Florida (“**County**”); and

WHEREAS, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District’s adopted capital improvement plan and Chapter 190, Florida Statutes; and

WHEREAS, the Board of Supervisors (“**Board**”) of the District hereby determines to undertake various operations and maintenance and other activities described in the District’s budget (“**Adopted Budget**”) for the fiscal year beginning October 1, 2025, and ending September 30, 2026 (“**Fiscal Year 2026**”), attached hereto as **Exhibit A** and incorporated by reference herein; and

WHEREAS, the District must obtain sufficient funds to provide for the operation and maintenance of the services and facilities provided by the District as described in the Adopted Budget; and

WHEREAS, the provision of such services, facilities, and operations is a benefit to lands within the District; and

WHEREAS, Chapter 190, Florida Statutes, provides that the District may impose special assessments on benefitted lands within the District; and

WHEREAS, it is in the best interests of the District to proceed with the imposition of the special assessments for operations and maintenance in the amount set forth in the Adopted Budget; and

WHEREAS, the District has previously levied an assessment for debt service, which the District desires to collect for Fiscal Year 2026; and

WHEREAS, Chapter 197, Florida Statutes, provides a mechanism pursuant to which such special assessments may be placed on the tax roll and collected by the local tax collector (“**Uniform Method**”), and the District has previously authorized the use of the Uniform Method by, among other things, entering into agreements with the Property Appraiser and Tax Collector of the County for that purpose; and

WHEREAS, it is in the best interests of the District to adopt the Assessment Roll of the Solterra Resort Community Development District (“**Assessment Roll**”) attached to this Resolution as **Exhibit B** and incorporated as a material part of this Resolution by this reference, and to certify the Assessment Roll to the County Tax Collector pursuant to the Uniform Method; and

WHEREAS, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll, certified to the County Tax Collector by this Resolution, as the Property Appraiser updates the property roll for the County, for such time as authorized by Florida law.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD
OF SUPERVISORS OF THE SOLTERRA RESORT
COMMUNITY DEVELOPMENT DISTRICT:**

SECTION 1. BENEFIT & ALLOCATION FINDINGS. The Board hereby finds and determines that the provision of the services, facilities, and operations as described in **Exhibit A** confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefitted lands, as shown in **Exhibits A and B**, is hereby found to be fair and reasonable.

SECTION 2. ASSESSMENT IMPOSITION. Pursuant to Chapters 190 and 197, Florida Statutes, and using the procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operation and maintenance is hereby imposed and levied on benefitted lands within the District, and in accordance with **Exhibits A and B**. The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution.

SECTION 3. COLLECTION. The collection of the operation and maintenance special assessments and previously levied debt service assessments shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method, as indicated on **Exhibits A and B**. The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

SECTION 4. ASSESSMENT ROLL. The Assessment Roll, attached to this Resolution as **Exhibit B**, is hereby certified to the County Tax Collector and shall be collected by the County Tax Collector in the same manner and time as County taxes. The proceeds therefrom shall be paid to the District.

SECTION 5. ASSESSMENT ROLL AMENDMENT. The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll. After any amendment of the Assessment Roll, the District Manager shall file the updates in the District records.

SECTION 6. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

SECTION 7. EFFECTIVE DATE. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

PASSED AND ADOPTED THIS 1ST DAY OF AUGUST 2025.

ATTEST:

**SOLTERRA RESORT COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

By: _____

Its: _____

Exhibit A: Adopted Budget for Fiscal Year 2026

Exhibit B: Assessment Roll

Exhibit A

SOLTERRA RESORT CDD
FISCAL YEAR 2025-2026 PROPOSED BUDGET
GENERAL FUND, OPERATIONS & MAINTENANCE (O&M)

		FY 2023 ACTUALS	FY 2024 ACTUALS	FY 2025 ADOPTED	FY 2026 PROPOSED	VARIANCE FY25 - FY26
1	REVENUE					
2	SPECIAL ASSESSMENTS ON-ROLL (Net)	\$ 2,916,764	\$ 3,001,658	\$ 2,931,026	\$ 3,394,885	\$ 463,858
3	SOLTERRA RESORT HOA FUNDING FOR SHERIFF	10,800		-	-	-
4	Resort Usage Fee, Cafe Lease Rev, Cabana Rev, Programming Rev		652,152	977,980	650,000	(327,980)
5	STAFFING: GM COST SHARE				83,750	
6	MISCELLANEOUS REVENUE	5,683	1,579	-	-	-
7	INTEREST	137	66,966	-	-	-
8	FUND BALANCE FORWARD			45,472	-	(45,472)
9	TOTAL REVENUE	2,933,384	3,722,355	3,954,478	4,128,635	90,406
10						
11	EXPENDITURES					
12	GENERAL ADMINISTRATIVE:					
13	SUPERVISOR FEES & RELATED PAYROLL EXPENDITURES	6,000	6,000	12,000	24,000	12,000
14	DISTRICT MANAGEMENT SERVICES PER CONTRACT	43,760	46,000	46,000	58,000	12,000
15	COMPREHENSIVE FIELD SERVICES	10,000	10,000	12,000	-	(12,000)
16	MASS MAILING & PRINTING	304	2,269	1,700	3,700	2,000
17	LEGAL ADVERTISING	1,643	1,036	1,600	1,600	-
18	BANK FEES	339	1,612	900	900	-
19	REGULATORY & PERMIT FEES	175	1,829	250	175	(75)
20	AUDITING SERVICES	2,800	3,800	3,000	4,000	1,000
21	DISTRICT ENGINEER	6,570	34,372	25,000	35,000	10,000
22	LEGAL SERVICES - GENERAL COUNSEL	85,846	57,304	36,000	90,000	54,000
23	COUNTY ASSESSMENT COLLECTION CHARGES	46,914	46,668	36,000	36,000	-
24	WEBSITE & EMAIL ADMINISTRATION	1,737	1,795	2,015	2,015	-
25	MISCELLANEOUS EXPENSES	207	2,538	20,000	500	(19,500)
26	TOTAL GENERAL ADMINISTRATIVE	206,294	215,225	196,465	255,890	59,425
27						
28	INSURANCE:					
29	INSURANCE (General Liability & Public Officials, & Property)	34,830	49,295	55,000	55,000	-
30	TOTAL INSURANCE	34,830	49,295	55,000	55,000	-
31						
32	DEBT SERVICE ADMINISTRATION:					
33	ARBITRAGE REPORTING	650	650	750	750	-
34	DISSEMINATING AGENT PER CONTRACT	4,800	4,800	4,800	4,800	-
35	TRUSTEE FEES	18,337	7,587	17,000	17,000	-
36	TOTAL DEBT SERVICE ADMINISTRATION	23,787	13,037	22,550	22,550	-
37						
38	UTILITIES:					
39	COMMUNICATIONS - PHONE & INTERNET	10,345	5,143	5,100	17,300	12,200
40	GAS	46,374	61,814	78,750	80,000	1,250
41	ELECTRICITY	263,375	262,979	291,803	130,000	(161,803)
42	STREETLIGHTS	-	-	-	155,000	155,000
43	WATER	154,947	184,726	138,600	160,000	21,400
44	RECLAIMED WATER	-	-	-	90,000	90,000
45	CLUBHOUSE WIFI	2,502	4,669	-	-	-
46	PHONE & INTERNET (CLUBHOUSE)	2,767	7,399	12,514	-	(12,514)
47	TOTAL UTILITIES	480,310	526,731	526,767	632,300	105,533
48						
49	SECURITY:					
50	SECURITY MONITORING - MAIN ENTRANCE & CLUBHOUSE	30,130	27,745	45,000	45,000	-
51	SECURITY SYSTEM - MAIN ENTRANCE & CLUBHOUSE	2,400	13,249	40,000	2,400	(37,600)
52	SECURITY - PER RESIDENT CHARGE	915	2,259	5,500	7,300	1,800
53	SECURITY - PENALTY FALSE ALARM	1,632	-	8,500	5,000	(3,500)
54	SECURITY- GUARDHOUSE - STAFFING	291,961	449,575	500,000	550,000	50,000
55	SECURITY - PATROL	7,350	-	50,000	-	(50,000)
56	SECURITY - GATE MAINTENANCE & REPAIR	4,246	8,654	10,000	12,500	2,500
57	SECURITY - OTHER	10,785	36,965			-
58	GATEHOUSE MISC		3,220			-
59	TOTAL SECURITY	349,420	541,668	659,000	622,200	(36,800)
60						
61	STAFFING					

SOLTERRA RESORT CDD
FISCAL YEAR 2025-2026 PROPOSED BUDGET
GENERAL FUND, OPERATIONS & MAINTENANCE (O&M)

		FY 2023 ACTUALS	FY 2024 ACTUALS	FY 2025 ADOPTED	FY 2026 PROPOSED	VARIANCE FY25 - FY26
62	STAFFING: GM COST SHARE				167,500	167,500
62	STAFFING: AMENITY MANAGEMENT	38,100	792,988	281,213	627,120	345,907
63	STAFFING: LIFESTYLE & POOL MONITORING	372,314	593,164	804,075	60,000	(744,075)
64	STAFFING: FACILITY MAINTENANCE	14,423	30,216	257,491	314,954	57,463
65	TOTAL STAFFING	424,836	1,416,368	1,342,779	1,169,574	(173,205)
66						
67	LIFESTYLES					
68	GENERAL OPERATING EXPENSES				20,000	20,000
69	LIFESTYLE EVENTS, SUPPLIES & EXPENSES	38,145	36,858	60,000	60,000	-
70	LIFESTYLE LICENSES	4,983	-	1,000	1,000	-
71	WATER AND VENDING SERVICES	645	534	7,000	1,500	(5,500)
72	TOTAL LIFESTYLES	43,773	37,392	68,000	82,500	14,500
73						
74	FACILITY MAINTENANCE:					
75	FACILITY MAINTENANCE - JANITORIAL	102,136	87,385	87,600	87,600	-
76	FACILITY R&M - BUILDINGS & RECREATIONAL				22,000	22,000
77	FACILITY R&M - FURNITURE, FIXTURES & EQUIPMENT				2,348	2,348
78	PEST CONTROL & TERMITE BOND	2,512	2,125	20,780	3,000	(17,780)
79	POOL PERMIT	701	700	850	850	-
80	POOL SERVICE - CONTRACT	30,064	33,600	51,000	51,000	-
81	RECREATIONAL WATER FACILITIES R&M	101,619	136,623	48,281	51,000	2,719
82	SLIDE MAINTENANCE & REPAIRS	-	-	2,500		(2,500)
83	FITNESS FACILITIES R&M	7,808	10,036	10,000	10,000	-
84	SIGNAGE	10,432	3,343	2,000	-	(2,000)
85	DECORATIVE LIGHTS	-	19,067	-	12,000	12,000
86	PRESSURE WASHING	-	14,713	15,000	18,000	3,000
87	SOLID WASTE DISPOSAL	59,111	13,803	70,000	20,000	(50,000)
88	GENERAL OPERATING EXPENSES	11,416	13,155	-	-	-
89	FACILITY CONTINGENCY	10,110	10,014	46,000	26,000	(20,000)
90	TOTAL FACILITY MAINTENANCE	335,908	344,564	354,011	303,798	(50,213)
91						
92	LANDSCAPE/PROPERTY MAINTENANCE:					
93	POND & WETLAND MAINTENANCE	28,716	32,922	53,800	53,800	-
94	LANDSCAPE MAINTENANCE - CONTRACT	164,879	210,158	250,000	250,000	-
95	LANDSCAPE REPLINISHMENT & ENHANCEMENT	88,375	86,417	116,667	116,667	-
96	IRRIGATION REPAIRS & MAINTENANCE	5,569	22,181	20,000	21,000	1,000
97	HARDSCAPE REPAIRS & MAINTENANCE			25,000	25,000	-
98	LANDSCAPE/PROPERTY CONTINGENCY	1,626	59,527	64,400	64,400	-
99	TOTAL LANDSCAPE/PROPERTY MAINTENANCE	289,165	411,206	529,867	530,867	1,000
100						
101	CAPITAL IMPROVEMENT & RESERVES					
102	CAPITAL IMPROVEMENT	67,337	157,279	196,039	453,956	257,917
103	FURNITURE	-	77,738	-	-	-
104	RESERVE STUDY	-	-	4,000	-	(4,000)
105	INCREASE FOR OPERATING CAPITAL RESERVE	-	-	-	-	-
106	TOTAL CAPITAL IMPROVEMENTS	67,337	235,017	200,039	453,956	253,917
107						
108	TOTAL EXPENDITURES	2,255,661	3,790,503	3,954,478	4,128,635	174,156
109						
110	EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	677,722	(68,147)	-	-	(83,749)
111						
112	FUND BALANCE - BEGINNING	840,068	1,517,790	1,449,643	1,404,171	(45,472)
113	FUND BALANCE FORWARD			(45,472)	-	45,472
114	NET CHANGE IN FUND BALANCE	677,722	(68,147)	-	-	-
115	FUND BALANCE - ENDING - PROJECTED	\$ 1,517,790	\$ 1,449,643	\$ 1,404,171	\$ 1,404,171	\$ -

SOLTERRA RESORT CDD
FISCAL YEAR 2025-2026 PROPOSED BUDGET
CONTRACT SUMMARY

	FINANCIAL STATEMENT CATEGORY	VENDOR	AMOUNT	COMMENTS (SCOPE OF SERVICE)
1	GENERAL ADMINISTRATIVE:			
2	1511001 - SUPERVISOR FEES & RELATED EXPENDITURES		24,000	Limited by Statute - assumes 5 supervisors at \$200 per meeting for 12 meetings plus 12 workshops
3	1513015 - DISTRICT MANAGEMENT SERVICES PER CONTRACT	VESTA	58,000	All District Management Services - Excluding Dissemination Services
4	1513031 - POSTAGE, MASS MAILING & PRINTING	Alphagraphics Tampa Print	3,700	Postage & District mass mailing (e.g. Assessment notice)
5	1513033 - LEGAL ADVERTISING	Business Observer	1,600	Required Meetings and Public Hearings Notices
6	1513035 - BANK FEES	SouthState	900	Analysis Charge - offset by credits & interest when maintain larger monthly balance
7	1513040 - REGULATORY AND PERMIT FEES	FL DEPT. OF COMMERCE	175	Statutory CDD Fee
8	1513070 - AUDITING SERVICES	DIBARTOLOMEO, McBEE, HARTLEY & BARNES PA	4,000	Independent annual financial audit required by Statute
9	1513080 - DISTRICT ENGINEER	STANTEC CONSULTING	35,000	Per March and June '24 Change Orders
10	1514020 - LEGAL SERVICES - GENERAL COUNSEL	Kilinski Van Wyk	90,000	Estimate per trending and increase in fees
11	1549070 - COUNTY ASSESSMENT COLLECTION CHARGES	POLK COUNTY	36,000	Tax notice mailings and collection fees (% of total assessments)
12	1549075 - WEBSITE & EMAIL ADMINISTRATION	SCHOOLNOW/VESTA (MICROSOFT)	2,015	CDD Website and changes to amenity website plus Supervisor emails
13	1514011 - MISCELLANEOUS EXPENSES		500	Additional administrative expenses (District Business - not amenity, facility, or lifestyle related)
14	TOTAL GENERAL ADMINISTRATIVE:		255,890	
15	INSURANCE:			
16	1513100 - INSURANCE (General Liability & Public Officials)	EGIS INSURANCE	55,000	Awaiting Egis Quote - Anticipated Hurricane Recovery Increase
17	TOTAL INSURANCE:		55,000	
18	DEBT SERVICE ADMINISTRATION:			
19	1513041 - ARBTRAGE REPORTING	LLS TAX SOLUTIONS	750	Series 2018 bond yield calculations & reporting per IRS requirements. 2014 and 2023 bonds are exempt.
20	1513125 - DISSEMINATING AGENT PER CONTRACT	VESTA	4,800	Bond disclosures & duties per Securities and Exchange Commission requirements
21	1513130 - TRUSTEE FEES	US BANK	17,000	Management of accounts associated with bond issues
22	TOTAL DEBT SERVICE ADMINISTRATION:		22,550	
23	UTILITIES:			
24	1541120 - COMMUNICATIONS - PHONE & INTERNET	SPECTRUM (BRIGHTHOUSE)	17,300	Guardhouse and Clubhouse phone & wifi
25	1531016 - GAS	FLORIDA PUBLIC UTILITIES	80,000	Supplies pool heaters - Current Trend + Anticipate rate increase
26	1531010 - ELECTRICITY	DUKE ENERGY	130,000	AMENITY, GUARD & PUMP - Current Trend + Anticipate rate increase
27	1531030 - STREETLIGHTS	DUKE ENERGY	155,000	Anticipated Increase for rates
28	1533020 - WATER	POLK COUNTY UTILITIES	160,000	Clubhouse & Guardhouse - Current Trend + Anticipate rate increase
29	1533012 - Reclaimed Water	POLK COUNTY UTILITIES	90,000	Irrigation - Current Trend + Anticipate rate increase
30	TOTAL UTILITIES		632,300	
31	SECURITY:			
32	1521010 - SECURITY MONITORING - MAIN ENTRANCE & CLUBHOUSE	PROPTIA / INSYTE / ENVERA	45,000	MONITORING SERVICES Contract Fees: Proptia \$775/mth, Insyte \$710/mth, Envera \$1599/mth Plus Anticipated Increase
33	1521020 - SECURITY SYSTEM - MAIN ENTRANCE & CLUBHOUSE	FLOCK / PROPTIA / INSYTE / ENVERA	2,400	EQUIPMENT rental/repairs/replacement not included as part of monthly monitoring services
34	1521028 - SECURITY - PER RESIDENT CHARGE	PROPTIA & CALCENTURY	7,300	ACCESS - Guest Passes, Credentials, & Credits, wristbands, etc.
35	1521030 - SECURITY - PENALTY FALSE ALARM	Polk County	5,000	
36	1521050 - SECURITY- GUARDHOUSE - STAFFING	FTI	550,000	Main entry and patrol/rover
37	SECURITY - PATROL	OFF DUTY POLK COUNTY SHERIFF	-	Added to Security - Guardhouse & Rover
38	1521065 - SECURITY - GATE MAINTENANCE & REPAIR	INSYTE / VARIOUS	12,500	MISCELLANEOUS All gates (Main, Amenity & Emergency) (not monitoring system or equipment)
39	TOTAL SECURITY		622,200	
40	STAFFING			
41	STAFFING: GM COST SHARE	Artemis	167,500	50% reimbursed by the HOA
42	1541094 - STAFFING: AMENITY MANAGEMENT	Artemis	627,120	GM, AGM
43	1541095 - STAFFING: LIFESTYLE & POOL MONITORING	Artemis	60,000	LS Coords, Resort Hosts, Concierge, Pool Monitors
44	1541092 - STAFFING: FACILITY MAINTENANCE		314,954	Fac Mgr and Maint. Techs
45	TOTAL STAFFING		1,169,574	
	LIFESTYLES			

SOLTERRA RESORT CDD
FISCAL YEAR 2025-2026 PROPOSED BUDGET
CONTRACT SUMMARY

FINANCIAL STATEMENT CATEGORY	VENDOR	AMOUNT	COMMENTS (SCOPE OF SERVICE)
1513012 · GENERAL OPERATING EXPENSES		20,000	Amenity Administrative expenses (Xerox/copies (1,200/mo), amenity mailings & postage, office supplies, subscription for amenity communications, etc.), Recreational equipment expenses (replace/repair equipment used by guests such as court nets/posts, tennis/pickelball sets, pool tubes, etc.), & staff uniforms, etc.
1541110 - LIFESTYLE EVENTS, SUPPLIES & EXPENSES		60,000	Events/scheduled activities - includes vendors and supplies & MOVIE LICENSE; CLUBHOUSE SUPPLIES AND UNIFORMS
1573110 - LIFESTYLE LICENSES		1,000	Music Licenses and Memberships
1573092 - WATER AND VENDING SERVICES	Aqua Chill of Orlando LLC	1,500	Aqua Chill (\$900) plus additional courtesy supplies
TOTAL LIFESTYLES		82,500	
FACILITY MAINTENANCE:			
1541101 · CLUBHOUSE FACILITY MAINTENANCE - JANITORIAL	Amenity Services LLC/JSS/CINTAS	87,600	Janitorial Services & Supplies, Porter Services, and pet waste station supplies
1541090 · FACILITY REPAIRS & MAINTENANCE - Buildings & Recreational Facilities		22,000	Structural maintenance/repairs for all District-owned buildings and other exterior recreational amenities (such as tennis/pickleball courts, sand volleyball court, playground) - inc. supplies and vendor services
1541106 · FACILITY REPAIRS & MAINTENANCE - Furniture, Fixtures, and Equipment	Westbrook / VARIOUS	2,348	HVAC Preventative Maint. Contract (\$2,348), all furniture, furnishings, plus non-recreational equipment, inc. club car - inc. supplies and vendor services (See 1513012 - General Operating Expenses for recreaional equipment)
1573090 - PEST CONTROL & TERMITE BOND	Truly Nolan	3,000	Clubhouse & pool deck rodent & insect control
1513049 - POOL PERMIT	Polk County Health Dept	850	FIXED FEE; ANNUAL COMPLIANCE (Pool, Lazy River & Spa)
1513044 - POOL SERVICE - CONTRACT	Sunrise Solutions Pool Service, LLC / Spies	51,000	Monthly Maintenance Service & Chemicals (Pool, Lazy River & Spa)
1513047 · RECREATIONAL WATER FACILITIES - R&M	Westbrook / Spies	51,000	Maintenance & repairs for all water-related amenities (pool, spa, lazy river, slide). Includes pool heater preventative maintenance (Westbrook: \$7,500) and pool filter replacements (\$9,100)
1513061 · FITNESS FACILITIES - R&M	Exercise Systems	10,000	Gym Equipment Quarterly Maint. Contract (\$1,180/yr) plus equipment repairs/replacement
1513055 · SIGNAGE	Florida Wrap Pros, LLC		Street & Facility signs
1541040 · DECORATIVE LIGHTS	TPG Lighting	12,000	Holiday Lighting & Permanent Lighting Repairs
1551001 - PRESSURE WASHING	Buddy's Pressure Washing	18,000	
1534010 · SOLID WASTE DISPOSAL	Waste Connections	20,000	Compactor Charge (\$10,625/yr) plus \$1052 ea dump/return w/ICI waste
1551000 - FACILITY CONTINGENCY		26,000	
TOTAL FACILITY MAINTENANCE:		303,798	
LANDSCAPE/PROPERTY MAINTENANCE:			
1506040 - POND & WETLAND MAINTENANCE	STEADFAST	53,800	Monthly Aquatic maintenance of 29 sites (contract: \$28,800) plus non-contractual pond expenses: plantings, pond bank remediation, insect control, fish installations, etc., wetland mitigation
1506042 - LANDSCAPE MAINTENANCE - CONTRACT	YELLOWSTONE	250,000	Core monthly maintenance services, pond mowing (\$193,992), plus quarterly palm fertilization, palm & tree trimming
1506050 - LANDSCAPE REPLENISHMENT & ENHANCEMENT	YELLOWSTONE	116,667	Mulch (63,000), additional landscape projects outside of maintenance scope
1506055 - IRRIGATION REPAIRS & MAINTENANCE	YELLOWSTONE & POLK COUNTY	21,000	Includes Polk County Water Violations
1573104 - HARDSCAPE REPAIRS & MAINTENANCE		25,000	Pertaining to Right of Way Hardscape - Road, curb/inlet, pavement, ADA compliant mats, and perimeter walls/fences (excludes Gates [security]), parking lots
1546006 - LANDSCAPE/PROPERTY CONTINGENCY		64,400	Includes subterranean infrastructure (pipes/sewer lines)
TOTAL LANDSCAPE/PROPERTY MAINTENANCE:		530,867	
CAPITAL IMPROVEMENTS & RESERVE			
1190000 - CAPITAL IMPROVEMENT		453,956	Reserve Study Suggests CRF be \$347,000 by end of FY26. Budget For: \$13,300 Deck Furniture, 35,882 Aqua Slide, \$125k Gym Equip, Pool Lighting \$8,800 = \$182,982
1573120 · RESERVE STUDY		-	Reserve Study completed FY25 - Plan funding for update in FY30 or if/when additional major facilities added
INCREASE IN OPERATING CAPITAL RESERVE		-	
TOTAL CAPITAL IMPROVEMENTS & RESERVE		453,956	

SOLTERRA RESORT CDD
FISCAL YEAR 2025-2026 PROPOSED BUDGET
ASSESSMENT ALLOCATION

SOLTERRA RESORT BUDGET	
GENERAL ADMINISTRATIVE (90%)	\$230,301.00
INSURANCE (90%)	\$49,500.00
DEBT ADMINISTRATION (90%)	\$20,295.00
UTILITIES (92%)	\$581,716.00
SECURITY (90%)	\$559,980.00
STAFFING (90%)	\$1,052,616.60
LIFESTYLES (90%)	\$74,250.00
FACILITY MAINTENANCE (90%)	\$273,418.20
LANDSCAPE MAINTENANCE (100%)	\$530,867.00
CAPITAL IMPROVEMENTS (90%)	\$408,560.04
LESS: RESORT FEE & HOA COST SHARE (90%)	-\$660,375.00
NET O&M ASSESSMENT	\$3,121,128.84
EARLY PAYMENT DISCOUNT	\$134,242.10
COUNTY COLLECTION COSTS	\$100,681.58
GROSS O&M ASSESSMENT	\$3,356,052.52

SOLTERRA SPRINGS BUDGET	
GENERAL ADMINISTRATIVE (10%)	\$25,589.00
INSURANCE (10%)	\$5,500.00
DEBT ADMINISTRATION (10%)	\$2,255.00
UTILITIES (8%)	\$50,584.00
SECURITY (10%)	\$62,220.00
STAFFING (10%)	\$116,957.40
LIFESTYLES (10%)	\$8,250.00
FACILITY MAINTENANCE (10%)	\$30,379.80
LANDSCAPE MAINTENANCE (0%)	\$0.00
CAPITAL IMPROVEMENTS (10%)	\$45,395.56
LESS: RESORT FEE & HOA COST SHARE (10%)	-\$73,375.00
NET O&M ASSESSMENT	\$273,755.76
EARLY PAYMENT DISCOUNT	\$11,774.44
COUNTY COLLECTION COSTS	\$8,830.83
GROSS O&M ASSESSMENT	\$294,361.03

UNIT SIZE & PHASE	UNITS ASSESSED				ALLOCATION OF RESORT O&M ASSESSMENT				
	O&M	SERIES 2023 DEBT SERVICE	SERIES 2014 DEBT SERVICE	SERIES 2018 DEBT SERVICE	ERU FACTOR	TOTAL ERU's	% TOTAL ERU's	TOTAL O&M	O&M PER LOT
AA1									
TOWNHOME	100	100			1.00	100.0	9.34%	\$313,356.91	\$3,133.57
SINGLE FAMILY 50'	230	230			1.00	230.0	21.48%	\$720,720.90	\$3,133.57
SINGLE FAMILY 70'	95	95			1.00	95.0	8.87%	\$297,689.07	\$3,133.57
AA2									
SINGLE FAMILY 40'-50'	146		146		1.00	146.0	13.63%	\$457,501.09	\$3,133.57
SINGLE FAMILY 70'	59		59		1.00	59.0	5.51%	\$184,880.58	\$3,133.57
AA3									
TOWNHOME	120			120	1.00	120.0	11.20%	\$376,028.29	\$3,133.57
SINGLE FAMILY 40'-50'	100			100	1.00	100.0	9.34%	\$313,356.91	\$3,133.57
SINGLE FAMILY 50'	171			171	1.00	171.0	15.97%	\$535,840.32	\$3,133.57
SINGLE FAMILY 70'	50			50	1.00	50.0	4.67%	\$156,678.46	\$3,133.57
SOLTERRA SPRINGS									
SINGLE FAMILY 50' (PPMT)	55			55					
SINGLE FAMILY 50'	63			63					
	1189	425	205	559		1071.0	100.00%	\$3,356,052.52	

ALLOCATION OF SPRINGS O&M ASSESSMENT				
ERU FACTOR	TOTAL ERU's	% TOTAL ERU's	TOTAL O&M	O&M PER LOT
1.00	55.0	46.61%	\$137,202.18	\$2,494.59
1.00	63.0	53.39%	\$157,158.86	\$2,494.59
	118.0	100.00%	\$294,361.03	

UNIT SIZE & PHASE	PER UNIT ANNUAL ASSESSMENT ⁽²⁾				FY 2025 PER UNIT	VARIANCE PER YEAR PER UNIT	VARIANCE PER MONTH PER UNIT
	TOTAL O&M PER UNIT	SERIES 2023 DEBT SERVICE	SERIES 2014 DEBT SERVICE	SERIES 2018 DEBT SERVICE			
AA1							
TOWNHOME	\$3,133.57	\$563.69			\$3,276.75	\$420.50	\$35.04
SINGLE FAMILY 50'	\$3,133.57	\$1,024.88			\$3,737.95	\$420.50	\$35.04
SINGLE FAMILY 70'	\$3,133.57	\$1,178.61			\$3,891.68	\$420.50	\$35.04
AA2							
SINGLE FAMILY 40'-50'	\$3,133.57		\$1,301.00		\$4,014.07	\$420.50	\$35.04
SINGLE FAMILY 70'	\$3,133.57		\$1,496.15		\$4,209.22	\$420.50	\$35.04
AA3							
TOWNHOME	\$3,133.57			\$745.44	\$3,458.51	\$420.50	\$35.04
SINGLE FAMILY 40'-50'	\$3,133.57			\$1,259.95	\$3,973.01	\$420.50	\$35.04
SINGLE FAMILY 50'	\$3,133.57			\$1,355.55	\$4,068.61	\$420.50	\$35.04
SINGLE FAMILY 70'	\$3,133.57			\$1,427.51	\$4,140.58	\$420.50	\$35.04
SOLTERRA SPRINGS							
SINGLE FAMILY 50' (PPMT)	\$2,494.59			\$1,124.21	\$3,208.53	\$410.27	\$34.19
SINGLE FAMILY 50'	\$2,494.59			\$1,355.55	\$3,439.86	\$410.27	\$34.19

⁽¹⁾ Reflects the total number of lots with Series 2023, 2014 and 2018 debt outstanding.

⁽²⁾ Annual debt service assessments per unit adopted in connection with the Series 2023, 2014 and 2018 bond issuances. Annual Debt Service Assessments includes principal, interest, County collection costs and early payment discounts.

⁽³⁾ Annual assessments that will appear on the November, 2025 County property tax bill. Amount shown includes all applicable county collection costs (3%) and early payment discounts (up to 4% if paid early).

SOLTERRA RESORT CDD
FISCAL YEAR 2025-2026 PROPOSED BUDGET
DEBT SERVICE OBLIGATION

	SERIES 2014	SERIES 2018	SERIES 2023	TOTAL BUDGET
REVENUE				
ASSESSMENT ON -ROLL (NET MADS)	258,744	618,463	375,776	1,252,983
TOTAL REVENUE	258,744	618,463	375,776	1,252,983
EXPENDITURES				
INTEREST				
May 1, 2026	80,197	218,178	117,927	416,302
November 1, 2026	80,197	213,784	114,001	407,982
PRINCIPAL				
May 1, 2026		185,000	142,000	327,000
November 1, 2026	95,000		-	95,000
TOTAL EXPENDITURES	255,394	616,963	373,928	1,246,284
				-
EXCESS REVENUE OVER (UNDER) EXPENDITURES	\$ 3,350	\$ 1,500	\$ 1,848	\$ 6,698
FUND BALANCE - ENDING	\$ 3,350	\$ 1,500	\$ 1,848	\$ 6,698

Net Debt Service Assessments	1,252,983
County Collection Costs (3%) and Early Payment Discounts (4%)	94,311
Gross Debt Service Assessments	\$ 1,347,293

SOLTERRA RESORT CDD
FISCAL YEAR 2025-2026 PROPOSED BUDGET
\$3,830,000 SPECIAL ASSESSMENT BONDS, SERIES 2014

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service	Bonds Outstanding
12/22/2014						3,830,000
5/1/2015		5.000%	72,256	72,256		3,830,000
11/1/2015	85,000	5.000%	100,822	185,822	258,078	3,745,000
5/1/2016		5.000%	98,697	98,697		3,745,000
11/1/2016	60,000	5.000%	98,697	158,697	257,394	3,685,000
5/1/2017		5.000%	97,197	97,197		3,685,000
11/1/2017	60,000	5.000%	97,197	157,197	254,394	3,625,000
5/1/2018		5.000%	95,697	95,697		3,625,000
11/1/2018	65,000	5.000%	95,697	160,697	256,394	3,560,000
5/1/2019		5.000%	94,072	94,072		3,560,000
11/1/2019	70,000	5.000%	94,072	164,072	258,144	3,490,000
5/1/2020		5.000%	92,322	92,322		3,490,000
11/1/2020	70,000	5.000%	92,322	162,322	254,644	3,420,000
5/1/2021		5.000%	90,572	90,572		3,420,000
11/1/2021	75,000	5.000%	90,572	165,572	256,144	3,345,000
5/1/2022		5.000%	88,697	88,697		3,345,000
11/1/2022	80,000	5.000%	88,697	168,697	257,394	3,265,000
5/1/2023		5.000%	86,697	86,697		3,265,000
11/1/2023	85,000	5.000%	86,697	171,697	258,394	3,180,000
5/1/2024		5.000%	84,572	84,572		3,180,000
11/1/2024	85,000	5.000%	84,572	169,572	254,144	3,095,000
5/1/2025		5.000%	82,447	82,447		3,095,000
11/1/2025	90,000	5.000%	82,447	172,447	254,894	3,005,000
5/1/2026		5.000%	80,197	80,197		3,005,000
11/1/2026	95,000	5.000%	80,197	175,197	255,394	2,910,000
5/1/2027		5.000%	77,822	77,822		2,910,000
11/1/2027	100,000	5.000%	77,822	177,822	255,644	2,810,000
5/1/2028		5.000%	75,322	75,322		2,810,000
11/1/2028	105,000	5.000%	75,322	180,322	255,644	2,705,000
5/1/2029		5.375%	72,697	72,697		2,705,000
11/1/2029	110,000	5.375%	72,697	182,697	255,394	2,595,000
5/1/2030		5.375%	69,741	69,741		2,595,000
11/1/2030	115,000	5.375%	69,741	184,741	254,481	2,480,000
5/1/2031		5.375%	66,650	66,650		2,480,000
11/1/2031	125,000	5.375%	66,650	191,650	258,300	2,355,000
5/1/2032		5.375%	63,291	63,291		2,355,000
11/1/2032	130,000	5.375%	63,291	193,291	256,581	2,225,000
5/1/2033		5.375%	59,797	59,797		2,225,000
11/1/2033	135,000	5.375%	59,797	194,797	254,594	2,090,000
5/1/2034		5.375%	56,169	56,169		2,090,000
11/1/2034	145,000	5.375%	56,169	201,169	257,338	1,945,000
5/1/2035		5.375%	52,272	52,272		1,945,000
11/1/2035	150,000	5.375%	52,272	202,272	254,544	1,795,000
5/1/2036		5.375%	48,241	48,241		1,795,000
11/1/2036	160,000	5.375%	48,241	208,241	256,481	1,635,000
5/1/2037		5.375%	43,941	43,941		1,635,000
11/1/2037	170,000	5.375%	43,941	213,941	257,881	1,465,000
5/1/2038		5.375%	39,372	39,372		1,465,000
11/1/2038	180,000	5.375%	39,372	219,372	258,744	1,285,000
5/1/2039		5.375%	34,534	34,534		1,285,000
11/1/2039	185,000	5.375%	34,534	219,534	254,069	1,100,000
5/1/2040		5.375%	29,563	29,563		1,100,000
11/1/2040	195,000	5.375%	29,563	224,563	254,125	905,000
5/1/2041		5.375%	24,322	24,322		905,000
11/1/2041	210,000	5.375%	24,322	234,322	258,644	695,000
5/1/2042		5.375%	18,678	18,678		695,000
11/1/2042	220,000	5.375%	18,678	238,678	257,356	475,000
5/1/2043		5.375%	12,766	12,766		475,000
11/1/2043	230,000	5.375%	12,766	242,766	255,531	245,000
5/1/2044		5.375%	6,584	6,584		245,000
11/1/2044	245,000	5.375%	6,584	251,584	258,169	-
Total	3,830,000		3,858,928	7,688,928	7,688,928	

Footnote:

(a) For budgetary purposes only.

Max. annual debt service:

258,744

SOLTERRA RESORT CDD
FISCAL YEAR 2025-2026 PROPOSED BUDGET
\$9,420,000 SPECIAL ASSESSMENT BONDS, SERIES 2018

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service	Bonds Outstanding
9/30/2021						8,990,000
11/1/2021		4.000%	232,553	232,553	232,553	8,990,000
5/1/2022	155,000	4.000%	232,553	387,553		8,835,000
11/1/2022		4.000%	229,453	229,453	617,006	8,835,000
5/1/2023	160,000	4.000%	229,453	389,453		8,675,000
11/1/2023		4.000%	226,253	226,253	615,706	8,675,000
5/1/2024	165,000	4.750%	226,253	391,253		8,510,000
11/1/2024		4.750%	222,334	222,334	613,588	8,510,000
5/1/2025	175,000	4.750%	222,334	397,334		8,335,000
11/1/2025		4.750%	218,178	218,178	615,513	8,335,000
5/1/2026	185,000	4.750%	218,178	403,178		8,150,000
11/1/2026		4.750%	213,784	213,784	616,963	8,150,000
5/1/2027	195,000	4.750%	213,784	408,784		7,955,000
11/1/2027		4.750%	209,153	209,153	617,938	7,955,000
5/1/2028	205,000	4.750%	209,153	414,153		7,750,000
11/1/2028		4.750%	204,284	204,284	618,438	7,750,000
5/1/2029	215,000	4.750%	204,284	419,284		7,535,000
11/1/2029		4.750%	199,178	199,178	618,463	7,535,000
5/1/2030	225,000	5.000%	199,178	424,178		7,310,000
11/1/2030		5.000%	193,553	193,553	617,731	7,310,000
5/1/2031	235,000	5.000%	193,553	428,553		7,075,000
11/1/2031		5.000%	187,678	187,678	616,231	7,075,000
5/1/2032	245,000	5.000%	187,678	432,678		6,830,000
11/1/2032		5.000%	181,553	181,553	614,231	6,830,000
5/1/2033	260,000	5.000%	181,553	441,553		6,570,000
11/1/2033		5.000%	175,053	175,053	616,606	6,570,000
5/1/2034	275,000	5.000%	175,053	450,053		6,295,000
11/1/2034		5.000%	168,178	168,178	618,231	6,295,000
5/1/2035	285,000	5.250%	168,178	453,178		6,010,000
11/1/2035		5.250%	160,697	160,697	613,875	6,010,000
5/1/2036	305,000	5.250%	160,697	465,697		5,705,000
11/1/2036		5.250%	152,691	152,691	618,388	5,705,000
5/1/2037	320,000	5.250%	152,691	472,691		5,385,000
11/1/2037		5.250%	144,291	144,291	616,981	5,385,000
5/1/2038	335,000	5.250%	144,291	479,291		5,050,000
11/1/2038		5.250%	135,497	135,497	614,788	5,050,000
5/1/2039	355,000	5.250%	135,497	490,497		4,695,000
11/1/2039		5.250%	126,178	126,178	616,675	4,695,000
5/1/2040	365,000	5.375%	126,178	491,178		4,330,000
11/1/2040		5.375%	116,369	116,369	607,547	4,330,000
5/1/2041	385,000	5.375%	116,369	501,369		3,945,000
11/1/2041	-	5.375%	106,022	106,022	607,391	3,945,000
5/1/2042	405,000	5.375%	106,022	511,022		3,540,000
11/1/2042	-	5.375%	95,138	95,138	606,159	3,540,000
5/1/2043	430,000	5.375%	95,138	525,138		3,110,000
11/1/2043	-	5.375%	83,581	83,581	608,719	3,110,000
5/1/2044	450,000	5.375%	83,581	533,581		2,660,000
11/1/2044	-	5.375%	71,488	71,488	605,069	2,660,000
5/1/2045	475,000	5.375%	71,488	546,488		2,185,000
11/1/2045	-	5.375%	58,722	58,722	605,209	2,185,000
5/1/2046	505,000	5.375%	58,722	563,722		1,680,000
11/1/2046	-	5.375%	45,150	45,150	608,872	1,680,000
5/1/2047	530,000	5.375%	45,150	575,150		1,150,000
11/1/2047	-	5.375%	30,906	30,906	606,056	1,150,000
5/1/2048	560,000	5.375%	30,906	590,906		590,000
11/1/2048	-	5.375%	15,856	15,856	606,763	590,000
5/1/2049	590,000	5.375%	15,856	605,856		-
11/1/2049	-				605,856	-
Total	8,990,000		8,407,544	17,397,544	17,397,544	

Footnote:

Max. annual debt service:

618,462.50

(a) For budgetary purposes only.

SOLTERRA RESORT CDD
FISCAL YEAR 2025-2026 PROPOSED BUDGET
\$4,527,000 SERIES 2023 REFI BONDS

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service	Bonds Outstanding
			57,718	57,718	57,718	4,527,000
5/1/2024	129,000	5.53%	125,172	254,172		4,398,000
11/1/2024	-	5.53%	121,605	121,605	375,776	4,398,000
5/1/2025	133,000	5.53%	121,605	254,605		4,265,000
11/1/2025		5.53%	117,927	117,927	372,532	4,265,000
5/1/2026	142,000	5.53%	117,927	259,927		4,123,000
11/1/2026	-	5.53%	114,001	114,001	373,928	4,123,000
5/1/2027	151,000	5.53%	114,001	265,001		3,972,000
11/1/2027	-	5.53%	109,826	109,826	374,827	3,972,000
5/1/2028	160,000	5.53%	109,826	269,826		3,812,000
11/1/2028	-	5.53%	105,402	105,402	375,228	3,812,000
5/1/2029	169,000	5.53%	105,402	274,402		3,643,000
11/1/2029	-	5.53%	100,729	100,729	375,131	3,643,000
5/1/2030	177,000	5.53%	100,729	277,729		3,466,000
11/1/2030	-	5.53%	95,835	95,835	373,564	3,466,000
5/1/2031	186,000	5.53%	95,835	281,835		3,280,000
11/1/2031	-	5.53%	90,692	90,692	372,527	3,280,000
5/1/2032	198,000	5.53%	90,692	288,692		3,082,000
11/1/2032	-	5.53%	85,217	85,217	373,909	3,082,000
5/1/2033	210,000	5.53%	85,217	295,217		2,872,000
11/1/2033	-	5.53%	79,411	79,411	374,628	2,872,000
5/1/2034	223,000	5.53%	79,411	302,411		2,649,000
11/1/2034	-	5.53%	73,245	73,245	375,656	2,649,000
5/1/2035	233,000	5.53%	73,245	306,245		2,416,000
11/1/2035	-	5.53%	66,802	66,802	373,047	2,416,000
5/1/2036	248,000	5.53%	66,802	314,802		2,168,000
11/1/2036	-	5.53%	59,945	59,945	374,748	2,168,000
5/1/2037	263,000	5.53%	59,945	322,945		1,905,000
11/1/2037		5.53%	52,673	52,673	375,618	1,905,000
5/1/2038	276,000	5.53%	52,673	328,673		1,629,000
11/1/2038		5.53%	45,042	45,042	373,715	1,629,000
5/1/2039	290,000	5.53%	45,042	335,042		1,339,000
11/1/2039		5.53%	37,023	37,023	372,065	1,339,000
5/1/2040	307,000	5.53%	37,023	344,023		1,032,000
11/1/2040	-	5.53%	28,535	28,535	372,558	1,032,000
5/1/2041	327,000	5.53%	28,535	355,535		705,000
11/1/2041	-	5.53%	19,493	19,493	375,028	705,000
5/1/2042	343,000	5.53%	19,493	362,493		362,000
11/1/2042	-	5.53%	10,009	10,009	372,503	362,000
5/1/2043	362,000	5.53%	10,009	372,009		-
Total	\$ 4,527,000		\$ 3,009,715	\$ 7,536,715	\$ 7,164,706	

Footnote:

Max. annual debt service:

375,776.25

(a) For budgetary purposes only.