

**MINUTES OF MEETING
STELLAR NORTH
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Stellar North Community Development District held Public Hearings and a Regular Meeting on November 15, 2024 at 12:00 p.m., or as soon thereafter as the matter may be heard, at the Office Park at California Club, 1031 Ives Dairy Road, Suite 228, Miami, Florida 33179.

Present:

Debbie Leonard
Michael Caputo
Luis Carcamo

Vice Chair
Assistant Secretary
Assistant Secretary

Also present:

Andrew Kantarzhi
Jere Earlywine (via telephone)
Anamaris Torres (via telephone)
Kristina Olson (via telephone)

District Counsel
District Engineer
Facilities Manager

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Kantarzhi called the meeting to order at 12:12 p.m. He administered the Oath of Office to Mr. Luis Carcamo before the meeting. Supervisors Caputo, Leonard and Carcamo were present. Supervisors Fife and Seifel were not present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Luis Carcamo [Seat 4] (the following will be provided in a separate package)

This item was discussed during the First Order of Business.

A. Required Ethics Training and Disclosure Filing

- **Sample Form 1 2023/Instructions**

B. Membership, Obligation and Responsibilities

C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees

D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2025-01,
Electing and Removing Officers of the
District and Providing for an Effective Date**

Mr. Kantarzhi presented Resolution 2025-01. Ms. Leonard nominated the following:

William "Bill" Fife	Chair
Debbie Leonard	Vice Chair
Michael Caputo	Assistant Secretary
Jon Seifel	Assistant Secretary
Luis Carcamo	Assistant Secretary

No other nominations were made. This Resolution removes the following from the Board:

Daniel Rom	Assistant Secretary
Kristen Thomas	Assistant Secretary

The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell	Secretary
Andrew Kantarzhi	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

On MOTION by Mr. Fife and seconded by Mr. Caputo, with all in favor, Resolution 2025-01, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2025-02,
Amending Resolution 2024-13 to Reset the
Public Hearing Regarding the Rules of
Procedure; Providing a Severability Clause;
and Providing an Effective Date**

On MOTION by Ms. Leonard and seconded by Mr. Caputo, with all in favor, Resolution 2025-02, Amending Resolution 2024-13 to Reset the Public Hearing Regarding the Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Public Hearing to Hear Public Comments and Objections to the Adoption of the Rules of Procedure, Pursuant to Sections 120.54 and 190.035, Florida Statutes

- A. Affidavits of Publication**
- B. Consideration of Resolution 2025-03, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date**

On MOTION by Ms. Leonard and seconded by Mr. Carcamo, with all in favor, the Public Hearing was opened.

No affected property owners or members of the public spoke.

On MOTION by Ms. Leonard and seconded by Mr. Caputo, with all in favor, the Public Hearing was closed.

On MOTION by Ms. Leonard and seconded by Mr. Carcamo, with all in favor, Resolution 2025-03, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2025-04, Amending Resolution 2024-14 to Reset the Public Hearing Regarding the Rules Relating to Parking and Parking Enforcement; Providing a Severability Clause; and Providing an Effective Date

On MOTION by Ms. Leonard and seconded by Mr. Caputo, with all in favor, Resolution 2025-04, Amending Resolution 2024-14 to Reset the Public Hearing Regarding the Rules Relating to Parking and Parking Enforcement; Providing a Severability Clause; and Providing an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Public Hearing on Rule Relating to Overnight Parking and Parking Enforcement

- A. Affidavits of Publication**
 - **Notice of Rule Development**
 - **Notice of Rulemaking**

B. Consideration of Resolution 2025-05, Adopting Rules Relating to Parking Enforcement; Ratifying the Actions of the District Manager to Provide Notice Thereof; and Providing for Severability and an Effective Date

Mr. Kantarzhi and Mr. Earlywine reviewed the Parking Enforcement Rules.

On MOTION by Mr. Carcamo and seconded by Mr. Caputo, with all in favor, the Public Hearing was opened.

No affected property owners or members of the public spoke.

On MOTION by Ms. Leonard and seconded by Mr. Caputo, with all in favor, the Public Hearing was closed.

Ms. Olson asked if these Rules will allow the HOA to involve a towing company to tow illegally parked vehicles on the street. Mr. Earlywine replied affirmatively. A towing company will be engaged and signage will be installed.

On MOTION by Ms. Leonard and seconded by Mr. Carcamo, with all in favor, Resolution 2025-05, Adopting Rules Relating to Parking Enforcement; Ratifying the Actions of the District Manager to Provide Notice Thereof; and Providing for Severability and an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Consideration of ADA Site Compliance Proposal for Website Mitigation Items for Accessibility

On MOTION by Ms. Leonard and seconded by Mr. Caputo, with all in favor, the ADA Site Compliance Proposal for Website Mitigation Items for Accessibility, was approved.

TENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of September 30, 2024

On MOTION by Ms. Leonard and seconded by Mr. Caputo, with all in favor, the Unaudited Financial Statements as of September 30, 2024, were accepted.

ELEVENTH ORDER OF BUSINESS

Approval of August 16, 2024 Public Hearings and Regular Meeting Minutes

On MOTION by Mr. Caputo and seconded by Ms. Leonard, with all in favor, the August 16, 2024 Public Hearings and Regular Meeting Minutes, as presented, were approved.

TWELFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

B. District Engineer: Langan Engineering and Environmental Services, Inc.

There were no District Counsel or District Engineer Reports.

C. Field Operations Report: FirstService Residential Florida, Inc.

Ms. Olson reported the following:

➤ The pool area fob was received; confirmation of the pool passing the health inspection is needed.

➤ There have been reports of unapproved mechanic work in the evening.

Mr. Carcamo stated that the pool did not pass the initial inspection but the re-inspection is scheduled for November 20, 2024.

Once the pool is opened, janitorial services will be engaged.

D. District Manager: Wrathell, Hunt and Associates, LLC

- NEXT MEETING DATE: December 20, 2024 at 12:00 PAM
 - QUORUM CHECK

THIRTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

FOURTEENTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

FIFTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Caputo and seconded by Ms. Leonard, with all in favor, the meeting adjourned at 12:30 p.m.



Secretary/Assistant Secretary



Chair/Vice Chair