

**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 June 20, 2025 at 11:00 a.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:

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

Also present:

Andrew Kantarzhi	District Manager
Jere Earlywine (via telephone)	District Counsel
Shirley Artega	Facilities Manager
Willys Medina	Member of the public
Fernanda Garcia	Member of the public

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Kantarzhi called the meeting to order at 11:25 a.m.

Supervisors Leonard, Seifel, Fife and Carcamo were present. Supervisor-Elect Smith was not present.

SECOND ORDER OF BUSINESS

Public Comments

Mr. Kantarzhi explained the protocols for public comments.

Ms. Artega translated the protocols in Spanish to the members of the public and translated their comments in English for the Board and Staff.

Mr. Medina asked if other members of the public were invited to today's meeting and if his attendance is necessary.

Mr. Kantarzhi stated the meeting was advertised in local publications and posted on the CDD website and Mr. Medina is not obligated to attend today's meeting.

Ms. Garcia asked why she and Mr. Medina were the only property owners who received mailed notices, as others told her they did not receive the notice. She asked when and where to submit the payments/taxes for the property she purchased in 2024.

Mr. Kantarzhi stated property owners should have received the mailed notice. There is no need to submit payments at this time. The assessments will automatically be included on the property tax bill, which will be mailed in November 2025. Asked if the property tax bill is sent every November, Mr. Kantarzhi stated yes and noted that homeowners who pay in November receive a 4% discount. For a mortgage, the property taxes are likely paid via the mortgage company.

Mr. Earlywine stated that District Management systematically sent mailed notices to every property owner listed on the Property Appraiser's tax roll. Property owners who are on roll with the County are on the list and were noticed. He urged Ms. Garcia to inform the individuals who did not receive notices to follow up with Mr. Kantarzhi, whose contact information is on the website.

Ms. Garcia asked to see the list of all homeowners who were sent the letter to check for her neighbor's name. Mr. Kantarzhi provided the requested document and stated the County frequently forwards updated rolls to Management. Additional information can be found at stellarnorthcdd.net. He encouraged Ms. Garcia to contact him with further questions or concerns and to share his contact information with other homeowners.

THIRD ORDER OF BUSINESS**Public Hearing on Adoption of Fiscal Year 2025/2026 Budget****A. Affidavit of Publication**

- B. **Consideration of Resolution 2025-08, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date**
Mr. Kantarzhi presented Resolution 2025-08. He reviewed the proposed Fiscal Year 2026 budget, which is unchanged from when it was last presented.

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

No affected property owners or members of the public spoke.

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

On MOTION by Mr. Fife and seconded by Ms. Leonard, with all in favor, Resolution 2025-08, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

Public Hearing to Hear Comments and Objections on the Imposition of Maintenance and Operation Assessments to Fund the Budget for Fiscal Year 2025/2026, Pursuant to Florida Law

- A. **Proof/Affidavit of Publication**
B. **Mailed Notice(s) to Property Owners**

These items were included for informational purposes.

- C. **Consideration of Resolution 2025-09, Providing for Funding for the Fiscal Year 2026 Adopted Budget(s); Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date**

Mr. Kantarzhi presented Resolution 2025-09 and read the title.

On MOTION by Mr. Fife 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. Carcamo, with all in favor, the Public Hearing was closed.

On MOTION by Ms. Leonard and seconded by Mr. Carcamo, with all in favor, Resolution 2025-09, Providing for Funding for the Fiscal Year 2026 Adopted Budget(s); Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2025-10, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an Effective Date

Mr. Kantarzhi presented Resolution 2025-10. The June 19, 2026 meeting is highlighted because it falls on the Juneteenth holiday; therefore, it might be cancelled.

On MOTION by Mr. Fife and seconded by Mr. Carcamo, with all in favor, Resolution 2025-10, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2025-11, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an effective Date

Mr. Kantarzhi presented Resolution 2025-11.

On MOTION by Mr. Fife and seconded by Ms. Leonard, with all in favor, Resolution 2025-11, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an effective Date, was adopted.

SEVENTH ORDER OF BUSINESS**Ratification Items**

Mr. Kantarzhi presented the following:

- A. **City Tow Corp Towing Services Agreement**
- B. **FirstService Residential Florida, Inc. Second Addendum to Facilities Management Agreement**

On MOTION by Mr. Fife and seconded by Ms. Leonard, with all in favor, the City Tow Corp Towing Services Agreement and the FirstService Residential Florida, Inc. Second Addendum to Facilities Management Agreement, were ratified.

EIGHTH ORDER OF BUSINESS**Acceptance of Unaudited Financial Statements as of April 30, 2025**

On MOTION by Mr. Fife and seconded by Ms. Leonard, with all in favor, the Unaudited Financial Statements as of April 30, 2025, were accepted.

NINTH ORDER OF BUSINESS**Approval of March 21, 2025 Regular Meeting Minutes**

On MOTION by Ms. Leonard and seconded by Mr. Carcamo, with all in favor, the March 21, 2025 Regular Meeting Minutes, as presented, were approved.

TENTH ORDER OF BUSINESS**Staff Reports**

- A. **District Counsel: Kutak Rock LLP**

Mr. Earlywine stated the CDD is close to project completion; however, additional materials need to be purchased and items must be acquired. Ms. Buchanan will schedule a call with Staff to accomplish this. As soon as that the final acquisition is complete and the real estate is in order, Staff will present a resolution declaring the project complete and authorizing any other related resolutions and permit transfers for the project.

- **Discussion/Consideration: Interim Amenity Rules and Setting an Amenity Rules Public Hearing**

This item was an addition to the agenda.

If the Board is amenable, it could authorize Staff to advertise for Amenity Rulemaking to have the Amenity Rules in place immediately and for the summer. The Rules can be put in place on an interim basis. The idea would be to approve draft Rules today and work with the Chair offline to adjust them to the specific facilities that are on the ground and set the Public Hearing on the Rules for August and approve the project completion documents at that time.

Mr. Earlywine asked for a motion authorizing Staff to prepare the Rules.

Mr. Kantarzhi stated the Interim Rules will be uploaded on the website immediately.

Discussion ensued regarding the advertising lead time and public hearing date.

The Public Hearing was set for the August 15, 2025 meeting date.

On MOTION by Ms. Leonard and seconded by Mr. Carcamo, with all in favor, authorizing Staff to prepare Interim Amenity Rules and coordinate with the Board Chair to complete them, effective immediately on an interim basis, and setting the Public Hearing for August 15, 2025, was approved.

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

There was no report.

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

Ms. Artega reported the following:

- The pool is currently closed due to continued issues with the pump. The maintenance company recently informed Staff that the pump might need to be replaced.

Ms. Ortega responded to questions regarding whether the pump has a warranty and if the original installer will be contacted.

- Staff is updating key fob information systems, which will help resolve access and noise issues at the Clubhouse.
- The guest parking signs will be installed later today.

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

- **NEXT MEETING DATE: July 18, 2025 at 11:00 AM**
 - **QUORUM CHECK**

The July 18, 2025 meeting will likely be canceled. The next meeting will likely be held on August 15, 2025.

ELEVENTH ORDER OF BUSINESS**Board Members' Comments/Requests**

There were no Board Members' comments or requests.

TWELFTH ORDER OF BUSINESS**Public Comments**

Ms. Garcia asked if there is a way to enclose the CDD, as she thinks there are ongoing security issues.

Mr. Kantarzhi stated that, since the roads are public, the CDD must remain open to the public. Mr. Earlywine stated, when the Board transitions from Developer-controlled to resident-controlled in one year, the new Board can decide to have a "soft" gate installed on the roads, which has the appearance of a security gate. The primary issue might be insuring it and acquiring County or City approval; there might be some other complications related to the bonds. It is not impossible but could be costly to the homeowners and time-consuming.

Discussion ensued regarding security in the CDD, a perceived lack of police in the area, and HOA and City Commission meetings.

THIRTEENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Ms. Leonard and seconded by Mr. Fife, with all in favor, the meeting adjourned at 11:57 a.m.
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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

STELLAR NORTH CDD

Secretary/Assistant Secretary

June 20, 2025

Signed by:



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Chair/Vice Chair