

**STELLAR NORTH COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
OCTOBER 21, 2022**

A. CALL TO ORDER

The October 21, 2022, Regular Board Meeting of the Stellar North Community Development District (the "District") was called to order at 10:30 a.m. in a Conference Room of the Hundredfold Business Center located at 6625 Miami Lakes Drive, 3rd Floor, Miami Lakes, Florida 33014.

B. PROOF OF PUBLICATION

Mrs. Perez presented proof of publication that notice of the Regular Board Meeting had been published in the *Miami Daily Business Review* on October 11, 2022, as part of the District's Fiscal Year 2022/2023 Regular Meeting Schedule, as legally required.

C. ESTABLISH A QUORUM

A quorum was established with the following Supervisors in attendance:

Chairman Michael Caputo, Vice Chairman Timothy Smith and Supervisors Jon Seifel and Candice Smith.

Also in attendance were: District Manager Gloria Perez of Special District Services, Inc.; District Counsel Ginger Wald of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.; and District Engineer Leonardo Rodriguez of Langan Engineering.

D. ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions to the agenda.

E. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA

There were no comments from the public for items not on the agenda.

F. APPROVAL OF MINUTES

1. July 8, 2022, Public Hearing & Regular Board Meeting

The minutes of the July 8, 2022, Public Hearing & Regular Board Meeting were presented for consideration.

A **MOTION** was made by Mr. Smith, seconded by Mr. Caputo and passed unanimously approving the minutes of the July 8, 2022, Public Hearing & Regular Board Meeting, as presented.

G. NEW BUSINESS

1. Consider Facilities Management Agreement

At the request of Supervisor Candice Smith, presented in the meeting book is a Facilities Management Agreement for the Board' consideration.

No approval was required at this time; instead the Board provided direction to use the Facilities Management Agreement, in substantial final form, pending an engagement to be finalized at a future date.

2. Consider Ratification of First Amended Notice of Establishment

A **MOTION** was made by Mr. Smith, seconded by Mr. Caputo and passed unanimously ratifying the First Amended Notice of Establishment.

3. Consider Ratification of Change Order for Lift Station Additions

A **MOTION** was made by Mr. Smith, seconded by Mr. Caputo and passed unanimously ratifying the Change Order for lift station additions.

4. Consider Changes to Developer Funding Agreement

A **MOTION** was made by Mr. Smith, seconded by Mrs. Smith and passed unanimously approving the changes to the Developer Funding Agreement, as presented.

5. Consider Resolution No. 2022-04 – Adopting an Amended Fiscal Year 2022/2023 Meeting Schedule

Resolution No. 2022-04 was presented, entitled:

RESOLUTION 2022-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE STELLAR NORTH COMMUNITY DEVELOPMENT DISTRICT ADOPTING AN AMENDED ANNUAL MEETING SCHEDULE FOR FISCAL YEAR 2022-2023 AND PROVIDING FOR AN EFFECTIVE DATE.

A **MOTION** was made by Mr. Smith, seconded by Mr. Caputo and passed unanimously adopting Resolution No. 2022-04, changing the October 7, 2022, meeting date to October 21, 2022.

6. Consider Resolution No. 2022-05 – Adopting an Amended Fiscal Year 2021/2022 Budget

Mrs. Perez presented Resolution No. 2022-05, entitled:

RESOLUTION NO. 2022-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE STELLAR NORTH COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2021/2022 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

Mrs. Perez explained, as done every year for administrative and statutory requirements, within 60 days of any given fiscal year end, the Board adopts a revised/amended budget for said year. The fiscal year ended on September 30, 2022. This is the reason it is administrative in nature (past year's budget for past year's expenses) and will serve as the Board's final approval/ratification of the District's expenditures for the past fiscal year.

A **MOTION** was made by Mr. Caputo, seconded by Mr. Smith and unanimously passed adopting Resolution No. 2022-05, as presented.

H. OLD BUSINESS

There were no Old Business items to come before the Board.

I. AUDITOR SELECTION COMMITTEE

1. Ranking of Proposals/Consider Selection of an Auditor

Mrs. Perez then recessed the Regular Board Meeting and opened a meeting of the Auditor Selection Committee.

Mrs. Perez noted that the purpose of the Auditor Selection Committee Meeting was to rank and recommend the auditor proposals in order of preference. A discussion ensued after which:

A **MOTION** was made by Mr. Smith, seconded by Mr. Caputo and unanimously passed ranking Nowlen, Holt & Miner as No. 1 and Grau & Associates as No. 2; and recommending engaging Nowlen, Holt & Miner.

There being no further Audit Committee business to conduct, Mrs. Perez adjourned the Auditor Selection Committee Meeting and simultaneously reconvened the Regular Board Meeting.

A discussion ensued after which the Board, acting as the District Board, accepted the ranking and recommendation of the Auditor Selection Committee as follows:

A **MOTION** was made by Mr. Smith, seconded by Mr. Caputo and unanimously passed to engage the auditing firm of Nowlen, Holt & Miner, a qualified auditing firm, to perform audits for the fiscal years ending September 30, 2022, September 30, 2023, and September 30, 2024, at the following rates:

Audit for fiscal year ended September 30, 2022, in the amount of \$3,800;
Audit for fiscal year ending September 30, 2023, in the amount of \$3,900; and
Audit for fiscal year ending September 30, 2024, in the amount of \$4,000

and further authorizing District management to negotiate audit fees for the fiscal years ending 2025 and the 2026, as proposed by Nowlen, Holt & Miner, \$4,000 and \$4,000, respectively.

J. ADMINISTRATIVE MATTERS

1. Financial Update

Mrs. Perez presented the financials in the meeting book and briefly reviewed them with the Board, pointing out that available funds as of September 30, 2022, were \$25,775.87.

The Board then directed District management to include the Construction Fund Balance as part of the financials moving forward.

K. BOARD MEMBER COMMENTS

There were no further comments from the Board Members.


L. ADJOURNMENT

There being no further business to come before the Board, the Regular Board Meeting was adjourned at 10:51 a.m. on a **MOTION** made by Mr. Caputo, seconded by Mr. Smith and passed unanimously.

ATTESTED BY:



Secretary/Assistant Secretary



Chairperson/Vice-Chair