



**STELLAR NORTH
COMMUNITY DEVELOPMENT
DISTRICT**

MIAMI-DADE COUNTY

**LANDOWNERS' MEETING
NOVEMBER 7, 2023
10:30 A.M.**

Special District Services, Inc.
8785 SW 165th Avenue, Suite 200
Miami, FL 33193

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AGENDA
STELLAR NORTH
COMMUNITY DEVELOPMENT DISTRICT
Conference Room of the Goldbetter, Miami Business Center
1031 Ives Dairy Road
Bldg 4, Suite 228
Miami, Florida 33179
LANDOWNERS' MEETING
November 7, 2023
10:30 a.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Consider Adoption of Election Procedures.....Page 2
- E. Election of Chairperson for Landowners' Meeting
- F. Election of Secretary for Landowners' Meeting
- G. Consider Approval of Minutes
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- H. Election of Supervisors
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- I. Certification of the Results
- J. Landowners' Comments
- K. Adjourn

Publication Date
2023-10-20

Subcategory
Miscellaneous Notices

STELLAR NORTH COMMUNITY
DEVELOPMENT DISTRICT
NOTICE OF LANDOWNERS' MEETING &
REGULAR BOARD MEETING

NOTICE IS HEREBY GIVEN that the Stellar North Community Development District (the "District") will hold a Landowners' Meeting and Regular Board Meeting at 10:30 a.m., or as soon thereafter as can be heard, on November 7, 2023, in the Goldbetter Miami Business Center located at 1031 Ives Dairy Road, Bldg 4, Suite 228, Miami, Florida 33179.

The primary purpose of the Landowners' Meeting is to elect three (3) Supervisors to the Board of Supervisors (the "Board") for the District. The purpose of the Regular Board Meeting is for the Board to consider any other District business which may lawfully and properly come before the Board. Copies of the Agendas for these meetings may be obtained from the District's website or by contacting the District Manager at 561-630-4922 and/or toll free at 1-877-737-4922, prior to the date of these meetings.

The meetings are open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. The meetings may be continued as found necessary to a date, time and place specified on the record. Also, there may be occasions when Staff and/or Board members may participate by speaker telephone.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at these meetings should contact the District Manager at 561-630-4922 and/or 1-877-737-4922 at least seven (7) days prior to the date of these particular meetings.

STELLAR NORTH COMMUNITY DEVELOPMENT DISTRICT

www.stellarnorthcdd.org

10/13-20 23-70/0000688549M



SPECIAL DISTRICT (CDD) ELECTION PROCEDURES

1. Landowners' Meeting

In accordance with the provisions of Chapter 190, Florida Statutes, it is required that an initial meeting of the Landowners of the District be held within ninety (90) days following the effective date of the rule or ordinance establishing the District and thereafter every two (2) years during the month of November for the purpose of electing Supervisors. The second election by landowners shall be held on the first Tuesday in November; thereafter, there shall be an election of supervisors every two (2) years in November on a date established by the Board of Supervisors. The assembled Landowners shall organize by electing a Chairperson, who shall preside over the meeting; and a Secretary shall also be elected for recording purposes.

2. Establishment of Quorum

Any Landowner(s) present or voting by proxy shall constitute a quorum at the meeting of the Landowners.

3. Nomination of Candidates

At the meeting, the Chairperson shall call for nominations from the floor for Candidates for the Board of Supervisors. When there are no further nominations, the Chairperson shall close the floor for nominations. The names of each Candidate and the spelling of their names shall be announced. Nominees need not be present to be nominated.

4. Voting

Each Landowner shall be entitled to cast one (1) vote for each acre (or lot parcel), or any fraction thereof, of land owned by him or her in the District, for each open position on the Board. (For example, if there are three (3) positions open, an owner of one (1) acre or less (or one lot parcel) may cast one (1) vote for each of the three (3) positions. An owner of two (2) acres (or two lot parcels) may cast two (2) votes for each of the three (3) positions.) Each Landowner shall be entitled to vote either in person or by a representative present with a lawful written proxy.

5. Registration for Casting Ballots

The registration process for the casting of ballots by Landowners or their representatives holding their proxies shall be as follows:

- a) At the Landowners' Meeting and prior to the commencement of the first casting of ballots for a Board of Supervisor position, each Landowner, or their representative if proxies are being submitted in lieu thereof, shall be directed to register their attendance and the total number of votes by acreage (or lot parcels) to which each claims to be entitled, with the elected Secretary of the meeting or the District's Manager.

- b) At such registration, each Landowner, or their representative with a lawful proxy, shall be provided a numbered ballot for the Board of Supervisor position(s) open for election. A District representative will mark on the ballot the number of votes that such Landowner, or their representative, is registered to cast for each Board of Supervisor position open for election.
- c) All Landowner proxies shall be collected at the time of registration and retained with the Official Records of the District for subsequent certification or verification, if required.

6. Casting of Ballots

Registration and the issuance of ballots shall cease once the Chairperson calls for the commencement of the casting of ballots for the election of a Board of Supervisor(s) and thereafter no additional ballots shall be issued.

The Chairperson will declare that the Landowners, or their representatives, be requested to cast their ballots for the Board of Supervisor(s). Once the ballots have been cast, the Chairperson will call for a collection of the ballots.

7. Counting of Ballots

Following the collection of ballots, the Secretary or District Manager shall be responsible for the tabulation of ballots in order to determine the total number of votes cast for each candidate that is seeking election.

At the second and subsequent landowner elections*, the two (2) candidates receiving the highest number of votes will be declared by the Chairperson as elected to the Board of Supervisors for four-year terms. The candidate receiving the next highest number of votes will fill the remaining open position on the Board of Supervisors for a two-year term, as declared by the Chairperson.

* At the final landowner election (*after the 6th or 10th year*), the candidate receiving the highest number of votes will be elected to the Board of Supervisors for a four-year term (two (2) supervisors are elected by General Election).

8. Contesting of Election Results

Following the election and announcement of the votes, the Chairperson shall ask the Landowners present, or those representatives holding proxies for Landowners, whether they wish to contest the election results. If no contests are received, said election results shall thereupon be certified.

If there is a contest, the contest must be addressed to the Chairperson and thereupon the individual casting a ballot that is being contested will be required to provide proof of ownership of the acreage (or lot parcels) for which they voted at the election within five (5) business days of the Landowners' Meeting. The proof of ownership shall be submitted to the District Manager who will thereupon consult with the District's General Counsel and together they will review the material provided and will determine the legality of the contested ballot(s). Once the contests are resolved, the Chairperson shall reconvene the Landowners' Meeting and thereupon certify the election results.

9. Recessing of Annual Landowners' Meeting

In the event there is a contest of a ballot or of the election, the Landowners' Meeting shall be recessed to a future time, date and location, at which time the election findings on the contest shall be reported in accordance with the procedure above and the newly elected Supervisor(s) shall thereupon take their Oath of Office.

10. Miscellaneous Provisions

- a) Each Landowner shall only be entitled to vote in person or by means of a representative attending in person and holding a lawful written proxy in order to cast said Landowner's votes.
- b) Proxies will not require that proof of acreage (or lot parcel) ownership be attached. Rather, proof of ownership must be provided timely by the holder of the proxy, if the proxy is contested in accordance with the procedure above.

**STELLAR NORTH COMMUNITY DEVELOPMENT DISTRICT
INITIAL LANDOWNERS' MEETING
AUGUST 31, 2021**

A. CALL TO ORDER

The August 31, 2021, Initial Landowners' Meeting of the Stellar North Community Development District (the "District") was called to order at 10:33 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

Proof of publication was presented which showed that notice of the Initial Landowners' Meeting had been published in *Miami Daily Business Review* on August 4, 2021, and August 11, 2021, as legally required.

C. ESTABLISH A QUORUM

Mrs. Perez requested that the landowners of property within the District identify themselves and register the number of acres/lots which they own and/or being represented by Proxy in the District. A sign-in sheet was provided.

Mrs. Perez stated that the attendance of Proxy Holder Michael Caputo, representing James P. Harvey of Kolter Land Partners, LLC, constituted a quorum and it was in order to proceed.

Also in attendance were Ginger Wald, District Counsel, of Billing Cochran, Lyles, Mauro & Ramsey, P.A.; Gloria Perez of Special District Services, Inc.; Leonardo Rodriguez of Langan, as well as Timothy Smith and Jon Seifel.

D. CONSIDER ADOPTION OF ELECTION PROCEDURES

Mrs. Perez presented the Election Procedures and stated that it would be in order to review and approve same. There being no comments or changes, the Proxy Holder approved the Election Procedures, as presented.

E. ELECTION OF CHAIRPERSON FOR INITIAL LANDOWNERS' MEETING

Mrs. Perez stated that it would be in order to elect a Chairperson for the Initial Landowners' Meeting. Michael Caputo elected himself to serve as Chairperson for the Initial Landowners' Meeting.

F. ELECTION OF SECRETARY FOR INITIAL LANDOWNERS' MEETING

Mrs. Perez stated that it would be in order to elect a Secretary for the Initial Landowners' Meeting for the purpose of conducting and recording the events of the Initial Landowners' Meeting. Michael Caputo elected Mrs. Perez to serve as Secretary for the Initial Landowners' Meeting. Mrs. Perez accepted the position of Secretary for the Initial Landowners' Meeting.

G. ELECTION OF SUPERVISORS

1. Determine Number of Voting Units Represented or Assigned by Proxy

Mrs. Perez stated that there were 26 acres being represented/assigned to Michael Caputo, the attending Proxy Holder on behalf of Kolter Land Partners, LLC, the primary landowner and developer in the District.

2. Nomination of Candidates

Mrs. Perez stated that the terms of office of the initial members of the Board of Supervisors named in the creation petition were expiring and that it would be in order to nominate candidates for election to fill the five (5) positions currently held by Supervisors Michael Caputo, Timothy Smith, Candice Smith, Gregory Meath and Jon Seifel.

Michael Caputo nominated the following persons for election to the Board of Supervisors of the District:

Michael Caputo
Timothy Smith
Candice Smith
Gregory Meath
Jon Seifel

There being no further nominations, Mrs. Perez closed the nomination portion of the Initial Landowners' Meeting.

3. Casting of Ballots

Michael Caputo, Proxy Holder, was requested to cast votes for the following slate of nominees: Michael Caputo, Timothy Smith, Candice Smith, Gregory Meath and Jon Seifel. Mrs. Perez stated the two (2) candidates receiving the highest number of votes would each serve four-year terms of office, expiring in November 2025; and the three (3) candidates receiving the next highest number of votes would each serve two-year terms of office, expiring in November 2023.

4. Ballot Tabulations

Mrs. Perez announced the following election results:

Michael Caputo - 26 Votes
Timothy Smith - 26 Votes
Candice Smith - 25 Votes
Gregory Meath - 25 Votes
Jon Seifel - 25 Votes

Furthermore, Mrs. Perez stated that Michael Caputo (Seat #1) 26 votes; and Timothy Smith (Seat #2) 26 votes and were both elected to 4-year terms of office and each individual term of office shall expire in November 2025. Jon Seifel (Seat #3) 25 votes; Candice Smith (Seat #4) 25 votes and Gregory Meath (Seat #5) 25 votes; each were elected to a 2-year term of office and their individual terms of office shall expire in November 2023.

H. CERTIFICATION OF RESULTS

Mrs. Perez asked Michael Caputo, Proxy Holder, if there were any objections to the election results or to the procedures followed. There being no comments or objections, **Mrs. Perez declared the election results completed, final and certified.**

I. LANDOWNER COMMENTS

There were no comments from the landowners.

I. ADJOURNMENT

There being no further business to come before the Board, the Initial Landowners' Meeting was adjourned at 10:39 a.m. on a **MOTION** made by Michael Caputo. There were no objections.

ATTESTED BY:

Secretary/Assistant Secretary

Chairperson/Vice-Chair

DRAFT

LANDOWNER PROXY

**STELLAR NORTH COMMUNITY DEVELOPMENT DISTRICT
MIAMI-DADE COUNTY, FLORIDA
LANDOWNERS' MEETING ON NOVEMBER 7, 2023**

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints _____ (“**Proxy Holder**”) for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of the Stellar North Community Development District to be held in the Conference Room at the Goldbetter, Miami Business Center located at 1031 Ives Dairy Road, Building 4, Suite 228, Miami, Florida 33179, on November 7, 2023 at 10:30 a.m. and at any adjournments thereof, according to the number of acres of unplatted land and/or platted lots owned by the undersigned landowner that the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing that may be considered at said meeting including, but not limited to, the election of members of the Board of Supervisors. Said Proxy Holder may vote in accordance with his or her discretion on all matters not known or determined at the time of solicitation of this proxy, which may legally be considered at said meeting.

Any proxy heretofore given by the undersigned for said meeting is hereby revoked. This proxy is to continue in full force and effect from the date hereof until the conclusion of the landowners’ meeting and any adjournment or adjournments thereof but may be revoked at any time by written notice of such revocation presented at the landowners’ meeting prior to the Proxy Holder’s exercising the voting rights conferred herein.

KL FLORIDA CITY, LLC.

Signature of Legal Owner

Date

Printed Name of Legal Owner

Parcel Description

Acreage/Unit(s)

Authorized Votes

_____ VOTES

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel. If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

Total Number of Authorized Votes: _____

NOTES: Pursuant to Section 190.006(2)(b), Florida Statutes, a fraction of an acre is treated as one (1) acre entitling the landowner to one vote with respect thereto. Moreover, two (2) or more persons who own real property in common that is one acre or less are together entitled to only one vote for that real property.

If the fee simple landowner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto (e.g., bylaws, corporate resolution, etc.).

BALLOT

BALLOT # _____

**STELLAR NORTH
COMMUNITY DEVELOPMENT DISTRICT
LANDOWNERS' MEETING**

ELECTION OF BOARD SUPERVISORS

NOVEMBER 7, 2023

The undersigned certifies that he/she is the owner (____) or duly authorized **representative of lawful proxy of an owner** (____) of land in the **Stellar North Community Development District**, constituting _____ acre(s) and hereby casts up to the corresponding number of his/her vote(s) for the following candidate/candidates to hold the above-named open position:

Name of Candidate

Number of Votes

Signature: _____

Printed Name: _____

Street Address or Tax Parcel Id Number for your Real Property:

