

**MINUTES OF MEETING
PARKER POINTE
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Parker Pointe Community Development District held a Regular Meeting on May 17, 2024 at 12:00 p.m., at the Office Park at California Club, 1031 Ives Dairy Road, Suite 228, Miami, Florida 33179.

Present at the meeting were:

Michael Caputo	Chair
Timothy Smith	Vice Chair
Jon Seifel	Assistant Secretary

Also present:

Daniel Rom (via telephone)	District Manager
Kristen Thomas	Wrathell, Hunt and Associates, LLC
Andrew Kantarzhi	Wrathell, Hunt and Associates, LLC
Jere Earlywine (via telephone)	District Counsel
William (Bill) Fife (via telephone)	Public

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Kantarzhi called the meeting to order at 12:27 p.m.

Supervisors Caputo, Smith and Seifel were present. Supervisor Frye was not present. One seat was vacant.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public were present.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Supervisor William Fife (the following will be provided in a separate package)

As Mr. Fife was not present, the Oath of Office will be administered at or before the next meeting.

- 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 2024-35,
Electing and Removing Officers of the
District and Providing for an Effective Date**

This item was deferred.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2024-36,
Approving a Proposed Budget for Fiscal
Year 2024/2025 and Setting a Public
Hearing Thereon Pursuant to Florida Law;
Addressing Transmittal, Posting and
Publication Requirements; Addressing
Severability; and Providing an Effective
Date**

Mr. Kantarzhi presented Resolution 2024-36. He reviewed the proposed Fiscal Year 2025 budget, highlighting any line item increases, decreases and adjustments, compared to the Fiscal Year 2024 budget, and explained the reasons for any changes.

Mr. Kantarzhi stated that the budget amount for the amenity that will come online is being finalized so a placeholder amount will be inserted.

The following change was made to the proposed Fiscal Year 2025 budget:

Field Operations: Add "Amenity" line item at \$100,000

On MOTION by Mr. Smith and seconded by Mr. Caputo, with all in favor, Resolution 2024-36, Approving a Proposed Budget for Fiscal Year 2024/2025, as amended, and Setting a Public Hearing Thereon Pursuant to Florida Law on August 16, 2024 at 12:00 p.m., at the Office Park at California Club, 1031 Ives Dairy Road, Suite 228, Miami, Florida 33179; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2024-37, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date

Mr. Rom presented Resolution 2024-37.

On MOTION by Mr. Smith and seconded by Mr. Caputo, with all in favor, Resolution 2024-37, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of United Land Services Common Area Landscape Maintenance & Irrigation Proposal

Mr. Kantarzhi presented the United Land Services Common Area Landscape Maintenance & Irrigation Proposal.

On MOTION by Mr. Smith and seconded by Mr. Caputo, with all in favor, the United Land Services Common Area Landscape Maintenance & Irrigation Proposal, was approved.

EIGHTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of March 31, 2024

On MOTION by Mr. Smith and seconded by Mr. Caputo, with all in favor, the Unaudited Financial Statements as of March 31, 2024, were accepted.

NINTH ORDER OF BUSINESS**Approval of April 19, 2024 Regular Meeting Minutes**

On MOTION by Mr. Smith and seconded by Mr. Caputo, with all in favor, the April 19, 2024 Regular Meeting Minutes, as presented, were approved.

TENTH ORDER OF BUSINESS**Staff Reports****A. District Counsel: Kutak Rock LLP**

Mr. Earlywine asked if Operation and Maintenance (O&M) assessments will be collected through the closings. Mr. Smith stated that there have not been any closings yet but, when they close, the O&M assessments will be collected. Mr. Earlywine asked if Estoppel Letters will be used. Mr. Smith replied affirmatively.

Mr. Rom discussed the difference between assessments being collected off-roll and through the Estoppel process at closings.

Mr. Earlywine discussed another collection option at closings.

B. District Engineer (Interim): HSQ Group, LLC

There was no report.

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

- **NEXT MEETING DATE: June 21, 2024 at 12:00 PM**

- **QUORUM CHECK**

The June 21, 2024 meeting will likely be cancelled.

Discussion ensued regarding registering with the Commission on Ethics and filing Form 1 electronically.

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

There were no Board Members' comments or requests.

TWELFTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Smith and seconded by Mr. Caputo, with all in favor, the meeting adjourned at 12:36 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair