MINUTES OF MEETING
PARKER POINTE
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Parker Pointe Community Development District held a Regular Meeting on March 21, 2025 at 12:00 p.m., or as soon thereafter, at the Office Park at California Club, 1031 Ives Dairy Road, Suite 228, Miami, Florida 33179.

Present:

William (Bill) Fife	Chair
Deborah Leonard	Vice Chair
Luis Carcamo	Assistant Secretary

Also present:

Andrew Kantarzhi	District Manager
Jere Earlywine (via telephone)	District Counsel
Kristina Olson	First Service Residential (FSR)
Tim Smith	Kolter Homes
Jon Seifel	Kolter Homes

FIRST ORDER OF BUSINESS **Call to Order/Roll Call**

Mr. Kantarzhi called the meeting to order at 12:18 p.m. He noted that the meeting was delayed but he arrived at 12:00 p.m., and no members of the public arrived between then and the start time.

The Oath of Office was administered to Mr. Carcamo before the meeting.

Supervisors Fife, Carcamo and Leonard were present. Supervisors Caputo and Frye 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 Supervisor Luis Carcamo (the following to be provided under separate cover)**

This item was addressed 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 **Acceptance of Resignation of Michael Caputo [Seat 1]**

Mr. Kantarzhi presented Mr. Michael Caputo's resignation.

On MOTION by Mr. Fife and seconded by Ms. Leonard, with all in favor, the resignation of Mr. Michael Caputo from Seat 1, was accepted.

FIFTH ORDER OF BUSINESS **Consider Appointment to Fill Unexpired Term of Seat 1; Term Expires November 2028**

Mr. Fife nominated Mr. Jon Seifel to fill Seat 1. No other nominations were made.

On MOTION by Mr. Fife and seconded by Ms. Leonard, with all in favor, the appointment of Mr. Jon Seifel to fill Seat 1, was approved.

SIXTH ORDER OF BUSINESS **Acceptance of Resignation of Justin Frye [Seat 4]**

Mr. Kantarzhi presented Mr. Justin Frye's resignation.

On MOTION by Mr. Fife and seconded by Ms. Leonard, with all in favor, the resignation of Mr. Justin Frye from Seat 4, was accepted.

SEVENTH ORDER OF BUSINESS **Consider Appointment to Fill Unexpired Term of Seat 4; Term Expires November 2026**

Mr. Fife nominated Mr. Tim Smith to fill Seat 4. No other nominations were made.

On MOTION by Mr. Fife and seconded by Ms. Leonard, with all in favor, the appointment of Mr. Tim Smith to fill Seat 4, was approved.

- **Administration of Oath of Office**

Mr. Kantarzhi, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Tim Smith and Mr. Jon Seifel. As experienced Board Members, both are familiar with the items in the Third Order of Business.

EIGHTH 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. Mr. Fife nominated the following:

William Fife	Chair
Luis Carcamo	Vice Chair
Jon Seifel	Assistant Secretary
Deborah Leonard	Assistant Secretary
Tim Smith	Assistant Secretary

No other nominations were made.

This Resolution removes the following from the Board:

Michael Caputo	Assistant Secretary
Justin Frye	Assistant Secretary
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 Ms. Leonard, with all in favor, Resolution 2025-01, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.

NINTH ORDER OF BUSINESS **Consideration of Resolution 2025-02, Approving a Proposed Budget for Fiscal Year 2025/2026 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing for an Effective Date**

Mr. Kantarzhi presented Resolution 2025-02. He reviewed the proposed Fiscal Year 2026 budget, highlighting increases, decreases and adjustments, compared to the Fiscal Year 2025 budget, and explained the reasons for any adjustments. All assessments are on roll. Further revisions will be made to the budget prior to adoption.

The following change was made to the proposed Fiscal Year 2026 budget:

Page 1: Increase "Misc. field operations" to "100,000"

It was noted that the amenity is projected to be completed in fall of 2025.

Mr. Kantarzhi will consult with Mr. Fife and Ms. Leonard regarding budgetary revisions.

On MOTION by Mr. Fife and seconded by Ms. Leonard, with all in favor, Resolution 2025-02, Approving a Proposed Budget for Fiscal Year 2025/2026, as amended, and Setting a Public Hearing Thereon Pursuant to Florida Law on June 20, 2025 at 11:00 a.m. or 12:00 p.m., depending upon availability; 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 for an Effective Date, was adopted.

TENTH ORDER OF BUSINESS **Ratification of SK Parker Pointe, LLC Fiscal Year 2024/2025 Budget Funding Agreement**

Mr. Kantarzhi presented the SK Parker Pointe, LLC Fiscal Year 2024/2025 Budget Funding Agreement. A scrivener's error was noted; the pre-filled date of December 4, 2025 but it should be December 4, 2024.

It was noted that the Agreement does not need to be re-executed. Mr. Earlywine told Mr. Kantarzhi to strike through the date, as the Agreement was executed and all the bills have been paid.

On MOTION by Mr. Fife and seconded by Mr. Smith, with all in favor, the SK Parker Pointe, LLC Fiscal Year 2024/2025 Budget Funding Agreement, was ratified.

ELEVENTH ORDER OF BUSINESS **Acceptance of Unaudited Financial Statements as of January 31, 2025**

On MOTION by Mr. Fife and seconded by Ms. Leonard, with all in favor, the Unaudited Financial Statements as of January 31, 2025, were accepted.

TWELFTH ORDER OF BUSINESS **Approval of August 16, 2024 Public Hearings and Regular Meeting Minutes**

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

THIRTEENTH ORDER OF BUSINESS **Staff Reports**

A. District Counsel: Kutak Rock LLP

B. District Engineer: Alvarez Engineers, Inc

There were no District Counsel or District Engineer reports.

- **Field Operations: First Service Residential**

This item was an addition to the agenda and should be included on future agendas.

Ms. Olson stated that residents asked when mailboxes will be installed. It was noted that DR Horton is installing the mailboxes. Ms. Leonard will follow up.

Ms. Olson stated weekly walkthroughs are conducted; a stop sign was knocked down; and installing “No Parking” signs was discussed. A Board Member stated that a “No Parking” sign was installed where the road terminates to prevent resident parking.

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

- **NEXT MEETING DATE: April 18, 2025 at 12:00 PM**
  - **QUORUM CHECK**

Mr. Kantarzhi stated the next meeting will most likely be on June 20, 2025, rather than April 18, 2025. He recalled previous discussions regarding changing the meeting start time for the remainder of Fiscal Year 2025 and for Fiscal Year 2026, to 11:00 a.m., at the same location.

On MOTION by Mr. Fife and seconded by Ms. Leonard, with all in favor, changing the meeting time for the remainder of Fiscal Year 2025 and for Fiscal Year 2026 to 11:00 a.m., subject to availability, was approved.

FOURTEENTH ORDER OF BUSINESS **Board Members’ Comments/Requests**

There were no Board Members’ comments or requests.

FIFTEENTH ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

SIXTEENTH ORDER OF BUSINESS **Adjournment**

On MOTION by Mr. Fife and seconded by Mr. Carcamo, with all in favor, the meeting adjourned at 12:31 p.m.

___________________________________ ___________________________________
Secretary/Assistant Secretary Chair/Vice Chair