

**MINUTES OF MEETING
MERRICK SQUARE
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Merrick Square Community Development District held a Regular Meeting on April 16, 2024 at 2:30 p.m., at the offices of D.R. Horton, 6123 Lyons Road, Coconut Creek, Florida 33073.

Present were:

Rebecca Cortes
Darlene DePaula
Raul Sanchez

Chair
Vice Chair
Assistant Secretary

Also present:

Daniel Rom
Kristen Thomas
Ginger Wald

District Manager
Wrathell, Hunt and Associates, LLC
District Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Rom called the meeting to order at 2:30 p.m. Supervisors Cortes, DePaula and Sanchez were present. Supervisor Bolivar was not present. One seat was vacant.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Acceptance of Resignation of William Hughes [Seat 5]; Term Expires November 2024

Mr. Rom presented Mr. William Hughes' resignation from Seat 5.

<p>On MOTION by Ms. Cortes and seconded by Ms. DePaula, with all in favor, the resignation of Mr. William Hughes from Seat 5, was accepted.</p>
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FOURTH ORDER OF BUSINESS**Consider Appointment to Fill Unexpired Term of Seat 5**

This item was deferred.

- **Administration of Oath of Office (the following will also be provided in a separate package)**

A. Required Ethics Training and Disclosure Filing

- **Sample Form 1 2023/Instructions**

Mr. Rom discussed the annual requirement for Board Members to complete four hours of ethics training. This requirement must be completed by December 31, 2024 and completion will be noted when filing Form 1 in 2025. The Memorandum contains links to free online courses. He urged the Board Members to keep a log or records of completion.

Mr. Rom stated that the Board Members will receive an email from the Commission on Ethics with a registration link and information about filing Form 1 electronically, beginning with the 2024 submittal.

B. Membership, Obligations 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

FIFTH ORDER OF BUSINESS**Consideration of Resolution 2024-01, Electing and Removing Officers of the District and Providing for an Effective Date**

This item was deferred.

SIXTH ORDER OF BUSINESS**Consideration of Resolution 2024-02, 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 for an Effective Date**

Mr. Rom presented Resolution 2024-02. 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. All assessments will be on roll in Fiscal Year 2025. The following change was made to Resolution 2024-02:

Section 2, HOUR: Change "10:30 a.m." to "2:30 p.m."

On MOTION by Ms. Cortes and seconded by Mr. Sanchez, with all in favor, Resolution 2024-02, as amended, Approving a Proposed Budget for Fiscal Year 2024/2025 and Setting a Public Hearing Thereon Pursuant to Florida Law on July 16, 2024 at 2:30 p.m. at the offices of D.R. Horton, 6123 Lyons Road, Coconut Creek, Florida 33073; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing for an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2024-03, Designating a Date, Time and Location for Landowners' Meeting; Providing for Publication, Providing for an Effective Date

Mr. Rom presented Resolution 2024-03. The following change was made to Resolution 2024-03:

Section 1: Insert "12:00 p.m."

On MOTION by Ms. Cortes and seconded by Mr. Sanchez, with all in favor, Resolution 2024-03, as amended, Designating a Date, Time and Location of November 5, 2024 at 12:00 p.m., at the offices of D.R. Horton, 6123 Lyons Road, Coconut Creek, Florida 33073 for a Landowners' Meeting; Providing for Publication, Providing for an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2024-04, 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 2024-04. The following change was made to the Fiscal Year 2025 Meeting Schedule:

November 5, 2024 TIME: Insert "12:00 PM"

On MOTION by Mr. Sanchez and seconded by Ms. Cortes, with all in favor, Resolution 2024-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025, as amended, and Providing for an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Ratification Items

A. Disclosure Technology Services, LLC EMMA® Filing Assistance Software as a Service License Agreement

Mr. Rom stated that this item will be considered, rather than ratified, as the executed Agreement was not found. The vote was taken following Item 9D.

B. Request for Transfer of Environmental Resource Permit to the Perpetual Operation and Maintenance Entity

C. Merrick Square HOA, Inc. Grant of Water/Sewer Easement

D. Merrick Square HOA, Inc. Grant of Drainage Easement

On MOTION by Ms. Cortes and seconded by Mr. Sanchez, with all in favor, the Request for Transfer of Environmental Resource Permit to the Perpetual Operation and Maintenance Entity, Merrick Square HOA, Inc. Grant of Water/Sewer Easement and Merrick Square HOA, Inc. Grant of Drainage Easement, were ratified.

On MOTION by Ms. Cortes and seconded by Mr. Sanchez, with all in favor, the Disclosure Technology Services, LLC EMMA® Filing Assistance Software as a Service License Agreement, was approved.

TENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of February 29, 2024

Mr. Rom presented the Unaudited Financial Statements as of February 29, 2024.

On MOTION by Ms. Cortes and seconded by Mr. Sanchez, with all in favor, the Unaudited Financial Statements as of February 29, 2024, were accepted.

ELEVENTH ORDER OF BUSINESS

Approval of Minutes

- A. September 19, 2023 Public Hearings and Regular Meeting
- B. September 20, 2023 Continued Public Hearings and Regular Meeting

On MOTION by Ms. Cortes and seconded by Mr. Sanchez, with all in favor, the September 19, 2023 Public Hearings and Regular Meeting and September 20, 2023 Continued Public Hearings and Regular Meeting Minutes, as presented, were approved.

TWELFTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel: Billing, Cochran, Lyles, Mauro & Ramsey P.A.
- B. District Engineer: Alvarez Engineers, Inc.
- C. District Manager: Wrathell, Hunt and Associates, LLC

There were no District Counsel, District Engineer or District Manager reports.

- **NEXT MEETING DATE: May 21, 2024 at 2:30 PM**
 - **QUORUM CHECK**

Mr. Rom stated that the May and June meetings will be cancelled; the next meeting will be on July 16, 2024.

THIRTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

FOURTEENTH ORDER OF BUSINESS


Public Comments

There were no public comments.


FIFTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Cortes and seconded by Mr. Sanchez, with all in favor, the meeting adjourned at 2:44 p.m.



Secretary/Assistant Secretary



Chair/Vice Chair