

MERRICK SQUARE

COMMUNITY DEVELOPMENT

DISTRICT

February 18, 2025

BOARD OF SUPERVISORS

REGULAR MEETING

AGENDA

MERRICK SQUARE

COMMUNITY DEVELOPMENT DISTRICT

AGENDA LETTER

Merrick Square Community Development District
OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W•Boca Raton, Florida 33431
Phone: (561) 571-0010•Toll-free: (877) 276-0889•Fax: (561) 571-0013

February 11, 2025

Board of Supervisors
Merrick Square Community Development District

Dear Board Members:

The Board of Supervisors of the Merrick Square Community Development District will hold a Regular Meeting on February 18, 2025, immediately following the adjournment of the Landowners' meeting, scheduled to commence at 2:30 p.m., at the offices of D.R. Horton, 6123 Lyons Road, Coconut Creek, Florida 33073. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Administration of Oath of Office to Newly Elected Supervisors [Seats 3, 4 and 5] (*the following to be provided under separate cover*)
 - A. Required Ethics Training and Disclosure Filing
 - Sample Form 1 2023/Instructions
 - 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 Office
4. Consideration of Resolution 2025-01, Canvassing and Certifying the Results of the Landowners' Election of Supervisors held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date
5. Acceptance of Resignation of Raul Sanchez [Seat 1]
6. Consider Appointment to Fill Unexpired Term of Seat 1; *Term Expires November 2026*
 - Administration of Oath of Office to Newly Appointed Supervisor
7. Consideration of Resolution 2025-02, Electing and Removing Officers of the District and Providing for an Effective Date

ATTENDEES:

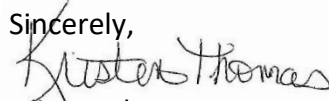
Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

8. Consideration of Resolution 2025-03, Ratifying the Actions of the District Manager in Redesignating the Date and Time for Landowners' Meeting; Providing for Publication, Providing for an Effective Date
9. Consideration of Goals and Objectives Reporting [HB7013 - Special Districts Performance Measures and Standards Reporting]
10. Consideration of Resolution 2025-04, Designating a Registered Agent and Registered Office of the District, and Providing for an Effective Date
11. Acceptance of Unaudited Financial Statements as of December 31, 2024
12. Approval of July 16, 2024 Public Hearing and Regular Meeting Minutes
13. Staff Reports
 - A. District Counsel: *Billing, Cochran, Lyles, Mauro & Ramsey, P.A.*
 - 2024 Legislative Update - Supplemental Information
 - B. District Engineer: *Alvarez Engineers, Inc.*
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*
 - NEXT MEETING DATE: March 18, 2025 at 2:30 PM
 - QUORUM CHECK

SEAT 1		<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 2	MARIA BOLIVAR	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 3		<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 4		<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 5		<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

14. Board Members' Comments/Requests
15. Public Comments
16. Adjournment

Please do not hesitate to contact me directly at (561) 517-5111 with any questions.

Sincerely,

Kristen Thomas
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE
CALL-IN NUMBER: 1-888-354-0094
PARTICIPANT PASSCODE: 8664977

MERRICK SQUARE

COMMUNITY DEVELOPMENT DISTRICT

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RESOLUTION 2025-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MERRICK SQUARE COMMUNITY DEVELOPMENT DISTRICT CANVASSING AND CERTIFYING THE RESULTS OF THE LANDOWNERS' ELECTION OF SUPERVISORS HELD PURSUANT TO SECTION 190.006(2), *FLORIDA STATUTES*, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Merrick Square Community Development District ("**District**") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within the City of Pembroke Pines, Broward County, Florida; and

WHEREAS, pursuant to Section 190.006(2), *Florida Statutes*, a landowners meeting is required to be held within 90 days of the District's creation and every two (2) years following the creation of the District for the purpose of electing supervisors of the District; and

WHEREAS, such landowners meeting was held at which the below recited persons were duly elected by virtue of the votes cast in their favor; and

WHEREAS, the Board of Supervisors of the District, by means of this Resolution, desire to canvass the votes and declare and certify the results of said election.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE MERRICK SQUARE COMMUNITY DEVELOPMENT DISTRICT:

1. **ELECTION RESULTS.** The following persons are found, certified, and declared to have been duly elected as Supervisors of and for the District, having been elected by the votes cast in their favor as shown:

BOARD OF SUPERVISORS	SEAT	VOTES
	Seat 3	__ Votes
	Seat 4	__ Votes
	Seat 5	__ Votes

2. **TERMS.** In accordance with Section 190.006(2), *Florida Statutes*, and by virtue of the number of votes cast for the Supervisors, the above-named persons are declared to have been elected for the following term of office:

BOARD OF SUPERVISORS	SEAT	TERM OF OFFICE
	Seat 3	__ -Year Term
	Seat 4	__ -Year Term
	Seat 5	__ -Year Term

3. **EFFECTIVE DATE.** This resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 18th day of February, 2025

Attest:

**MERRICK SQUARE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

MERRICK SQUARE

COMMUNITY DEVELOPMENT DISTRICT

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NOTICE OF TENDER OF RESIGNATION

To: Board of Supervisors
Merrick Square Community Development District
Attn: Craig Wrathell, District Manager
2300 Glades Road, Suite 410W
Boca Raton, FL 33431

From: RAUL SANCHEZ
Printed Name

Date: 09-25-2024

I hereby tender my resignation as a member of the Board of Supervisors of the *Merrick Square Community Development District*. My tendered resignation will be deemed to be effective as of the time a quorum of the remaining members of the Board of Supervisors accepts it at a duly noticed meeting of the Board of Supervisors.

I certify that this Notice of Tender of Resignation has been executed by me and ☐ personally presented at a duly noticed meeting of the Board of Supervisors, ☐ scanned and electronically transmitted to gillyardd@whhassociates.com or faxed to 561-571-0013 and agree that the executed original shall be binding and enforceable and the email or fax copy shall be binding and enforceable as an original.


Signature

MERRICK SQUARE

COMMUNITY DEVELOPMENT DISTRICT

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RESOLUTION 2025-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MERRICK SQUARE COMMUNITY DEVELOPMENT DISTRICT ELECTING AND REMOVING OFFICERS OF THE DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Merrick Square Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, the District’s Board of Supervisors desires to elect and remove Officers of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF MERRICK SQUARE COMMUNITY DEVELOPMENT DISTRICT THAT:

SECTION 1. The following is/are elected as Officer(s) of the District effective February 18, 2025:

_____ is elected Chair

_____ is elected Vice Chair

_____ is elected Assistant Secretary

_____ is elected Assistant Secretary

_____ is elected Assistant Secretary

SECTION 2. The following Officer(s) shall be removed as Officer(s) as of February 18, 2025:

Raul Sanchez Assistant Secretary

SECTION 3. The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell is Secretary

Daniel Rom is Assistant Secretary

Kristen Thomas is Assistant Secretary

Craig Wrathell is Treasurer

Jeff Pinder is Assistant Treasurer

PASSED AND ADOPTED THIS 18TH DAY OF FEBRUARY, 2025.

ATTEST:

**MERRICK SQUARE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

MERRICK SQUARE

COMMUNITY DEVELOPMENT DISTRICT

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RESOLUTION 2025-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF MERRICK SQUARE COMMUNITY DEVELOPMENT DISTRICT RATIFYING THE ACTIONS OF THE DISTRICT MANAGER IN REDESIGNATING THE DATE AND TIME FOR LANDOWNERS' MEETING; PROVIDING FOR PUBLICATION, PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Merrick Square Community Development District (the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within the Broward County, Florida; and

WHEREAS, the District's Board of Supervisors (the "Board") previously adopted Resolution 2024-03, Designating a Date, Time and Location for a Landowners' Meeting and Election; Providing for Publication, Providing for Severability and an Effective Date; and

WHEREAS, the Board desires to ratify its actions in redesignating the date and time of the Landowners' Meeting and the District Manager's action in providing the required notice landowners' meeting and election, proxy, ballot form and instructions, attached hereto as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF MERRICK SQUARE COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. The actions of the District Manager in redesignating the date and time of the Landowners' Meeting and providing the notice are hereby ratified. Resolution 2024-03 is hereby amended to reflect that the date and time of Landowners' Meeting as declared in Resolution 2024-03 is redesignated to 2:30 p.m., on February 18, 2025, at the offices of D.R. Horton, 6123 Lyons Road, Coconut Creek, Florida 33073.

SECTION 2. Except as otherwise provided herein, all of the provisions of Resolution 2024-03 continue in full force and effect.

SECTION 3. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 18th day of February, 2025.

ATTEST:

**MERRICK SQUARE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

MERRICK SQUARE

COMMUNITY DEVELOPMENT DISTRICT

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Memorandum

To: Board of Supervisors

From: District Management

Date: February 18, 2025

RE: HB7013 - Special Districts Performance Measures and Standards Reporting

To enhance accountability and transparency, new regulations were established for all special districts, by the Florida Legislature, during their 2024 legislative session. Starting on October 1, 2024, or by the end of the first full fiscal year after its creation (whichever comes later), each special district must establish goals and objectives for each program and activity, as well as develop performance measures and standards to assess the achievement of these goals and objectives. Additionally, by December 1 each year (initial report due on December 1, 2025), each special district is required to publish an annual report on its website, detailing the goals and objectives achieved, the performance measures and standards used, and any goals or objectives that were not achieved.

District Management has identified the following key categories to focus on for Fiscal Year 2025 and develop statutorily compliant goals for each:

- Community Communication and Engagement
- Infrastructure and Facilities Maintenance
- Financial Transparency and Accountability

Additionally, special districts must provide an annual reporting form to share with the public that reflects whether the goals & objectives were met for the year. District Management has streamlined these requirements into a single document that meets both the statutory requirements for goal/objective setting and annual reporting.

The proposed goals/objectives and the annual reporting form are attached as exhibit A to this memo. District Management recommends that the Board of Supervisors adopt these goals and objectives to maintain compliance with HB7013 and further enhance their commitment to the accountability and transparency of the District.

Exhibit A: Goals, Objectives and Annual Reporting Form

MERRICK SQUARE COMMUNITY DEVELOPMENT DISTRICT
Performance Measures/Standards & Annual Reporting Form
October 1, 2024 – September 30, 2025

1. COMMUNITY COMMUNICATION AND ENGAGEMENT

Goal 1.1 Public Meetings Compliance

Objective: Hold at least two (2) regular Board of Supervisor meetings per year to conduct CDD related business and discuss community needs.

Measurement: Number of public board meetings held annually as evidenced by meeting minutes and legal advertisements.

Standard: A minimum of two (2) regular board meetings was held during the fiscal year.

Achieved: Yes ☐ No ☐

Goal 1.2 Notice of Meetings Compliance

Objective: Provide public notice of each meeting at least seven days in advance, as specified in Section 190.007(1), using at least two communication methods.

Measurement: Timeliness and method of meeting notices as evidenced by posting to CDD website, publishing in local newspaper and via electronic communication.

Standard: 100% of meetings were advertised with 7 days' notice per statute on at least two mediums (i.e., newspaper, CDD website, electronic communications).

Achieved: Yes ☐ No ☐

Goal 1.3 Access to Records Compliance

Objective: Ensure that meeting minutes and other public records are readily available and easily accessible to the public by completing monthly CDD website checks.

Measurement: Monthly website reviews will be completed to ensure meeting minutes and other public records are up to date as evidenced by District Management's records.

Standard: 100% of monthly website checks were completed by District Management.

Achieved: Yes ☐ No ☐

2. **INFRASTRUCTURE AND FACILITIES MAINTENANCE**

Goal 2.1 District Infrastructure and Facilities Inspections

Objective: District Engineer will conduct an annual inspection of the District's infrastructure and related systems.

Measurement: A minimum of one (1) inspection completed per year as evidenced by district engineer's report related to district's infrastructure and related systems.

Standard: Minimum of one (1) inspection was completed in the Fiscal Year by the district's engineer.

Achieved: Yes ☐ No ☐

3. **FINANCIAL TRANSPARENCY AND ACCOUNTABILITY**

Goal 3.1 Annual Budget Preparation

Objective: Prepare and approve the annual proposed budget by June 15 and final budget was adopted by September 30 each year.

Measurement: Proposed budget was approved by the Board before June 15 and final budget was adopted by September 30 as evidenced by meeting minutes and budget documents listed on CDD website and/or within district records.

Standard: 100% of budget approval and adoption were completed by the statutory deadlines and posted to the CDD website.

Achieved: Yes ☐ No ☐

Goal 3.2 Financial Reports

Objective: Publish to the CDD website the most recent versions of the following documents: annual audit, current fiscal year budget with any amendments, and most recent financials within the latest agenda package.

Measurement: Annual audit, previous years' budgets, and financials are accessible to the public as evidenced by corresponding documents on the CDD website.

Standard: CDD website contains 100% of the following information: most recent annual audit, most recently adopted/amended fiscal year budget, and most recent agenda package with updated financials.

Achieved: Yes ☐ No ☐

Goal 3.3 Annual Financial Audit

Objective: Conduct an annual independent financial audit per statutory requirements and publish the results to the CDD website for public inspection and transmit said results to the State of Florida.

Measurement: Timeliness of audit completion and publication as evidenced by meeting minutes showing board approval and annual audit is available on the CDD website and transmitted to the State of Florida.

Standard: Audit was completed by an independent auditing firm per statutory requirements and results were posted to the CDD website and transmitted to the State of Florida.

Achieved: Yes ☐ No ☐

District Manager

Chair/Vice Chair, Board of Supervisors

Print Name

Print Name

Date

Date

MERRICK SQUARE

COMMUNITY DEVELOPMENT DISTRICT

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RESOLUTION 2025-04

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF MERRICK SQUARE
COMMUNITY DEVELOPMENT DISTRICT DESIGNATING A REGISTERED AGENT
AND REGISTERED OFFICE OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE
DATE**

WHEREAS, Merrick Square Community Development District (“**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, the District is statutorily required to designate a registered agent and a registered office location for the purposes of accepting any process, notice, or demand required or permitting by law to be served upon the District in accordance with Section 189.014(1), *Florida Statutes*.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF
MERRICK SQUARE COMMUNITY DEVELOPMENT DISTRICT:**

1. **DESIGNATION OF REGISTERED AGENT.** Michael J. Pawelczyk is hereby designated as Registered Agent for the District.
2. **REGISTERED OFFICE.** The District's Registered Office shall be located at 515 East Las Olas Boulevard, Ft. Lauderdale, FL 33301.
3. **FILING.** In accordance with Section 189.014, Florida Statutes, the District’s Secretary is hereby directed to file certified copies of this resolution with Broward County and the Florida Department of Economic Opportunity.
4. **EFFECTIVE DATE.** This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED this 18th day of February, 2025.

ATTEST:

**MERRICK SQUARE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

MERRICK SQUARE

COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED FINANCIAL STATEMENTS

**MERRICK SQUARE
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
DECEMBER 31, 2024**

**MERRICK SQUARE
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
DECEMBER 31, 2024**

	General Fund	Debt Service Fund	Capital Projects Fund	Total Governmental Funds
ASSETS				
Cash	\$ 220,166	\$ -	\$ -	\$ 220,166
Investments				
Revenue	-	201,929	-	201,929
Reserve	-	144,703	-	144,703
Capitalized interest	-	4	-	4
Construction	-	-	115,415	115,415
Due from Landowner	10,146	-	-	10,146
Due from general fund	-	99,428	-	99,428
Total assets	<u>\$ 230,312</u>	<u>\$ 446,064</u>	<u>\$ 115,415</u>	<u>\$ 791,791</u>
LIABILITIES AND FUND BALANCES				
Liabilities:				
Contracts payable	\$ -	\$ -	\$ 27,315	\$ 27,315
Due to Landowner	1,500	-	-	1,500
Due to other	382	-	-	382
Due to debt service fund	99,428	-	-	99,428
Landowner advance	6,000	-	-	6,000
Total liabilities	<u>107,310</u>	<u>-</u>	<u>27,315</u>	<u>134,625</u>
DEFERRED INFLOWS OF RESOURCES				
Deferred receipts	<u>10,146</u>	<u>-</u>	<u>-</u>	<u>10,146</u>
Total deferred inflows of resources	<u>10,146</u>	<u>-</u>	<u>-</u>	<u>10,146</u>
Fund balances:				
Restricted for:				
Debt service	-	446,064	-	446,064
Capital projects	-	-	88,100	88,100
Unassigned	<u>112,856</u>	<u>-</u>	<u>-</u>	<u>112,856</u>
Total fund balances	<u>112,856</u>	<u>446,064</u>	<u>88,100</u>	<u>647,020</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 230,312</u>	<u>\$ 446,064</u>	<u>\$ 115,415</u>	<u>\$ 791,791</u>

**MERRICK SQUARE
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED DECEMBER 31, 2024**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy: on-roll - net	\$ 101,782	\$ 105,029	\$ 114,179	92%
Total revenues	<u>101,782</u>	<u>105,029</u>	<u>114,179</u>	92%
EXPENDITURES				
Professional & administrative				
Management/accounting/recording	3,500	10,500	42,000	25%
Legal	1,010	1,010	25,000	4%
Engineering	-	-	3,000	0%
Audit	-	-	4,600	0%
Arbitrage rebate calculation	-	-	500	0%
Dissemination agent	83	250	1,000	25%
Trustee	-	-	5,500	0%
Telephone	17	50	200	25%
Postage	-	-	500	0%
Printing & binding	42	125	500	25%
Legal advertising	474	474	3,000	16%
Annual special district fee	-	175	175	100%
Insurance - GL and D&O	-	5,408	5,720	95%
Tax Collector	534	538	2,379	23%
Contingencies/bank charges	90	268	500	54%
EMMA Software Service	-	1,000	1,000	100%
Website hosting & maintenance	-	-	705	0%
Website ADA compliance	-	-	210	0%
Total professional & administrative	<u>5,750</u>	<u>19,798</u>	<u>96,489</u>	21%
Field operations				
Stormwater management				
Field management	-	-	2,000	0%
Wetland management	-	-	3,460	0%
Wetland monitoring	-	-	2,500	0%
Roadway maintenance	-	-	5,000	0%
Total field operations	<u>-</u>	<u>-</u>	<u>12,960</u>	0%
Total expenditures	<u>5,750</u>	<u>19,798</u>	<u>109,449</u>	18%
Excess/(deficiency) of revenues over/(under) expenditures	96,032	85,231	4,730	
Fund balances - beginning	16,824	27,625	21,906	
Fund balances - ending	<u>\$ 112,856</u>	<u>\$ 112,856</u>	<u>\$ 26,636</u>	

** These items will be realized the year after the issuance of bonds.

**MERRICK SQUARE
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2023
FOR THE PERIOD ENDED DECEMBER 31, 2024**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Assessment levy: on-roll - net	\$ 263,419	\$ 271,823	\$ 295,564	92%
Interest	616	2,811	-	N/A
Total revenues	<u>264,035</u>	<u>274,634</u>	<u>295,564</u>	93%
EXPENDITURES				
Debt service				
Principal	-	-	65,000	0%
Interest	-	112,753	225,506	50%
Total debt service	<u>-</u>	<u>112,753</u>	<u>290,506</u>	39%
Other fees & charges				
Tax collector	289	299	6,158	5%
Total other fees and charges	<u>289</u>	<u>299</u>	<u>6,158</u>	5%
Total expenditures	<u>289</u>	<u>113,052</u>	<u>296,664</u>	38%
Excess/(deficiency) of revenues over/(under) expenditures	263,746	161,582	(1,100)	
Fund balances - beginning	182,318	284,482	268,529	
Fund balances - ending	<u>\$ 446,064</u>	<u>\$ 446,064</u>	<u>\$ 267,429</u>	

**MERRICK SQUARE
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2023
FOR THE PERIOD ENDED DECEMBER 31, 2024**

	Current Month	Year To Date
REVENUES		
Interest	\$ 408	\$ 1,602
Total revenues	<u>408</u>	<u>1,602</u>
EXPENDITURES		
Construction costs - Developer	<u>148</u>	<u>296</u>
Total expenditures	<u>148</u>	<u>296</u>
Excess/(deficiency) of revenues over/(under) expenditures	260	1,306
Fund balances - beginning	<u>87,840</u>	<u>86,794</u>
Fund balances - ending	<u><u>\$ 88,100</u></u>	<u><u>\$ 88,100</u></u>

MERRICK SQUARE

COMMUNITY DEVELOPMENT DISTRICT

MINUTES

DRAFT

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

The Board of Supervisors of the Merrick Square Community Development District held a Public Hearing and Regular Meeting on July 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	Chair
Darlene DePaula	Vice Chair
Maria Bolivar	Assistant Secretary

Also present:

Daniel Rom	District Manager
Kristen Thomas	Wrathell, Hunt and Associates, LLC
Ginger Wald	District Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Rom called the meeting to order at 2:31 p.m.

Supervisors Cortes, DePaula and Bolivar were present. Supervisor Sanchez was not present. One seat was vacant.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

**Consider Appointment to Fill Unexpired
Term of Seat 5; Term Expires November
2024**

- **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**

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**

This Order of Business was deferred.

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

Mr. Rom presented Resolution 2024-01.

Ms. Cortes nominated the following:

Rebecca Cortes	Chair
Darlene DePaula	Vice Chair
Raul Sanchez	Assistant Secretary
Maria Bolivar	Assistant Secretary
Kristen Thomas	Assistant Secretary

This Resolution removes the following from the Board:

William Hughes	Assistant Secretary
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The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell	Secretary
Daniel Rom	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

On MOTION by Ms. Cortes and seconded by Ms. DePaula, with all in favor, Resolution 2024-01, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS**Public Hearing on Adoption of Fiscal Year
2024/2025 Budget****A. Proof/Affidavit of Publication**

Mr. Rom stated the Sun-Sentinel newspaper confirmed that the Merrick Square CDD Public Hearing was advertised, despite the Affidavit of Publication stating the Sunshine Water Control District.

B. Consideration of Resolution 2024-05, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date

Mr. Rom presented Resolution 2024-05. The proposed Fiscal Year 2025 budget is the same as the version presented at the last meeting.

Mr. Rom pointed out the upcoming agenda item regarding the Wetland Maintenance and Wetland Monitoring contract, budgeted expenses and the possibility of those figures increasing in Fiscal Year 2026.

On MOTION by Ms. Cortes and seconded by Ms. Bolivar, with all in favor, the Public Hearing was opened.

No affected property owners or members of the public spoke.

On MOTION by Ms. Cortes and seconded by Ms. Bolivar, with all in favor, the Public Hearing was closed.

On MOTION by Ms. Cortes and seconded by Ms. Bolivar, with all in favor, Resolution 2024-05, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS**Consideration of Resolution 2024-06,
Making a Determination of Benefit and
Imposing Special Assessments for Fiscal**

Year 2024/2025; Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date

On MOTION by Ms. Cortes and seconded by Ms. DePaula, with all in favor, Resolution 2024-06, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2024/2025; Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Presentation of Audited Annual Financial Report for the Fiscal Year Ended September 30, 2023, Prepared by Grau & Associates

Mr. Rom noted the pertinent information in the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2023. It was a clean audit; there were no findings, recommendations, deficiencies on internal control or instances of non-compliance.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2024-07, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2023

On MOTION by Ms. Cortes and seconded by Ms. DePaula, with all in favor, Resolution 2024-07, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2023, was adopted.

NINTH ORDER OF BUSINESS

Consideration of D.R. Horton, Inc. Assignment of Maintenance and Indemnification Agreement

Ms. Wald presented the Assignment of Maintenance and Indemnification Agreement, which pertains to the South Broward Drainage District. The CDD accepted maintenance of Parcel E, as opposed to the HOA. Upon execution, this will be recorded in the Public Records of Broward County. Both parties already executed the Agreement.

On MOTION by Ms. Cortes and seconded by Ms. Bolivar, with all in favor, the Assignment of Maintenance and Indemnification Agreement, was ratified, and the actions taken, were approved.

• **Discussion: Engagement of Wetland Monitoring and Maintenance**

Mr. Rom stated that the email regarding the Fiscal Year 2025 Operating budget for Wetland Maintenance and Monitoring and the funding options was included for future reference.

TENTH ORDER OF BUSINESS

Acceptance of Conveyance of Parcel E

Ms. Wald listed the steps that must be taken before the CDD can close the D.R. Horton, Inc. Special Warranty Deed related to conveyance of Parcel E.

On MOTION by Ms. Cortes and seconded by Ms. DePaula, with all in favor, accepting conveyance of Parcel E and the Special Warranty Deed from the property owners, subject to review as stated, and authorizing the Chair and, in the absence of the Chair, the Vice Chair, and in the absence of the Vice Chair, any of the other officers of the CDD to execute any and all documents to effectuate the conveyance, was approved.

ELEVENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of May 31, 2024

On MOTION by Ms. Cortes and seconded by Ms. Bolivar, with all in favor, the Unaudited Financial Statements as of May 31, 2024, were accepted.

TWELFTH ORDER OF BUSINESS**Approval of April 16, 2024 Regular Meeting Minutes**

On MOTION by Ms. Cortes and seconded by Ms. DePaula, with all in favor, the April 16, 2024 Regular Meeting Minutes, as presented, were approved.

THIRTEENTH ORDER OF BUSINESS**Staff Reports****A. District Counsel: Billing, Cochran, Lyles, Mauro & Ramsey P.A.**

Ms. Wald asked if the Board Members filed Form 1. There were mixed responses. Ms. Wald reminded the Board to complete the required four hours of ethics training by December 31, 2024.

B. District Engineer: Alvarez Engineers, Inc.

There was no report.

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

- **0 Registered Voters in District as of April 15, 2024**
- **NEXT MEETING DATE: August 20, 2024 at 2:30 PM**
 - **QUORUM CHECK**

The next meeting will be on August 20, 2024, unless canceled. Future meetings will be scheduled as needed.

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 Ms. Cortes and seconded by Ms. Bolivar, with all in favor, the meeting adjourned at 2:46 p.m.

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Secretary/Assistant Secretary

Chair/Vice Chair

MERRICK SQUARE

COMMUNITY DEVELOPMENT DISTRICT

STAFF

REPORTS

MERRICK SQUARE COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2024/2025 MEETING SCHEDULE		
LOCATION		
<i>offices of D.R. Horton, 6123 Lyons Road, Coconut Creek, Florida 33073</i>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 15, 2024 CANCELED	Regular Meeting	2:30 PM
November 5, 2024 CANCELED	Landowners' Meeting	12:00 PM
November 19, 2024 CANCELED	Regular Meeting	2:30 PM
December 17, 2024 CANCELED	Regular Meeting	2:30 PM
January 21, 2025 <i>rescheduled to February 18, 2025</i>	Landowners' Meeting	2:30 PM
January 21, 2025 CANCELED	Regular Meeting	2:30 PM
February 18, 2025	Regular Meeting	2:30 PM
February 18, 2025	Landowners' Meeting	2:30 PM
March 18, 2025	Regular Meeting	2:30 PM
April 15, 2025	Regular Meeting	2:30 PM
May 20, 2025	Regular Meeting	2:30 PM
June 17, 2025	Regular Meeting	2:30 PM
July 15, 2025	Regular Meeting	2:30 PM
August 19, 2025	Regular Meeting	2:30 PM
September 16, 2025	Regular Meeting	2:30 PM