

**MINUTES OF MEETING
JUNIPER COVE
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Juniper Cove Community Development District held Multiple Public Hearings and a Regular Meeting on April 18, 2022 at 10:30 A.M., at the offices of Alvarez Engineers, 8935 NW 35th Lane, Suite #101, Doral, Florida 33172.

Present at the meeting were:

Karl Albertson	Vice Chair
Javi Tavel	Assistant Secretary
Mary Moulton	

Also present were:

Daniel Rom	Wrathell, Hunt and Associates, LLC (WHA)
Ginger Wald	District Counsel
Zachary Griffin	Forestar (USA) Real Estate Group Inc.
Maria Camporeale	Forestar (USA) Real Estate Group Inc.

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Rom called the meeting to order at 11:30 a.m. The Oath of Office was administered prior to the meeting to Mr. Albertson, Mr. Tavel and Ms. Moulton, who were present in person. Supervisor Cotter was not present. Supervisor-Elect Rodriguez was not present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Elected Board of Supervisors *(the following will also be provided in a separate package)*

Mr. Rom reiterated that the Oath of Office was administered to Supervisors Moulton Albertson and Tavel prior to the meeting.

- A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
- B. Membership, Obligations and Responsibilities
- C. Chapter 190, Florida Statutes
- D. Financial Disclosure Forms
 - I. Form 1: Statement of Financial Interests
 - II. Form 1X: Amendment to Form 1, Statement of Financial Interests
 - III. Form 1F: Final Statement of Financial Interests
- E. Form 8B: Memorandum of Voting Conflict

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2022-28, 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

Mr. Rom presented Resolution 2022-28. The Landowners’ Election results were:

Seat 1	Christian Cotter	48 votes	4-Year Term
Seat 2	Pedro Rafael Rodriguez	48 votes	4-Year Term
Seat 3	Karl Albertson	47 votes	2-Year Term
Seat 4	Javi Tavel	47 votes	2-Year Term
Seat 5	Mary Moulton	47 votes	2-Year Term

On MOTION by Mr. Albertson and seconded by Mr. Tavel, with all in favor, Resolution 2022-28, 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, was adopted.

- **Appointment of Maria Camporeale to Fill Seat 2**

This item was an addition to the agenda.

Mr. Rom stated, as Mr. Pedro Rafael Rodriguez declined Seat 2, it is necessary to appoint someone to fill the vacant seat.

Ms. Maria Camporeale was nominated to fill Seat 2.

No other nominations were made.

On MOTION by Mr. Albertson and seconded by Ms. Moulton, with all in favor, appointment of Ms. Maria Camporeale to fill Seat 2, was approved.

Mr. Rom, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Ms. Camporeale.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2022-29, Designating Certain Officers of the District, and Providing for an Effective Date

Mr. Rom presented Resolution 2022-29.

Ms. Moulton nominated the following slate of officers:

- | | |
|---------------------|------------------|
| Chair | Christian Cotter |
| Vice Chair | Mary Moulton |
| Secretary | Craig Wrathell |
| Assistant Secretary | Javi Tavel |
| Assistant Secretary | Karl Albertson |
| Assistant Secretary | Maria Camporeale |
| Assistant Secretary | Cindy Cerbone |
| Assistant Secretary | Daniel Rom |

No other nominations were made.

Prior appointments by the Board for Treasurer and Assistant Treasurer remain unaffected by this Resolution.

On MOTION by Mr. Albertson and seconded by Mr. Tavel, with all in favor, Resolution 2022-29, Designating Certain Officers of the District, as nominated, and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Public Hearing to Consider the Adoption of an Assessment Roll and the Imposition of Special Assessments Relating to the Financing and Securing of Certain Public Improvements

- *Hear testimony from the affected property owners as to the propriety and advisability of making the improvements and funding them with special assessments on the property.*
- *Thereafter, the governing authority shall meet as an equalizing board to hear any and all complaints as to the special assessments on a basis of justice and rights.*

These items were addressed below.

A. Affidavit/Proof of Publication

B. Mailed Notice to Property Owner(s)

The affidavit of publication and Mailed Notice were included for informational purposes.

C. Engineer's Report *(for informational purposes)*

Mr. Rom stated the Engineer's Report was previously presented and there were no changes; it was included for informational purposes.

D. Preliminary Master Special Assessment Methodology Report *(for informational purposes)*

Mr. Rom stated the Master Special Assessment Methodology Report was previously presented and there were no changes; it was included for informational purposes.

E. Consideration of Resolution 2022-30, Authorizing District Projects for Construction and/or Acquisition of Infrastructure Improvements; Equalizing, Approving, Confirming, and Levying Special Assessments on Property Specially Benefitted by Such Projects to Pay the Cost Thereof; Providing for the Payment and the Collection of Such Special Assessments By the Methods Provided for By Chapters 170, 190 and 197, Florida Statutes; Providing for True-Up Payments; Making Provisions Relating to the Transfer of Real Property to Governmental Bodies; Providing for the Recording of an Assessment Notice; Providing for Severability, Conflicts and an Effective Date

- *Hear testimony from the affected property owners as to the propriety and advisability of making the improvements and funding them with special assessments on the property.*

On MOTION by Mr. Albertson and seconded by Ms. Moulton, with all in favor, the Public Hearing was opened.

No members of the public spoke,

On MOTION by Mr. Albertson and seconded by Ms. Moulton, with all in favor, the Public Hearing was closed.

- *Thereafter, the governing authority shall meet as an equalizing board to hear any and all complaints as to the special assessments on a basis of justice and rights.*

The Board met as the Equalizing Board. No changes were made.

Mr. Rom presented Resolution 2022-30 and read the title.

On MOTION by Mr. Albertson and seconded by Mr. Tavel, with all in favor, Resolution 2022-30, Authorizing District Projects for Construction and/or Acquisition of Infrastructure Improvements; Equalizing, Approving, Confirming, and Levying Special Assessments on Property Specially Benefitted by Such Projects to Pay the Cost Thereof; Providing for the Payment and the Collection of Such Special Assessments By the Methods Provided for By Chapters 170, 190 and 197, Florida Statutes; Providing for True-Up Payments; Making Provisions Relating to the Transfer of Real Property to Governmental Bodies; Providing for the Recording of an Assessment Notice; Providing for Severability, Conflicts and an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Public Hearing Confirming the Intent of the District to Use the Uniform Method of Levy, Collection and Enforcement of Non-Ad Valorem Assessments as Authorized and Permitted by Section 197.3632, Florida Statutes

A. Affidavit/Proof of Publication

The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2022-31, Confirming the Intent of the District to Use the Uniform Method of Levy, Collection and Enforcement of Non-Ad Valorem Assessments as Authorized and Permitted by Section 197.3632, Florida Statutes; Expressing the Need for the Levy of Non-Ad Valorem Assessments and Setting Forth the Legal Description of the Real Property Within the District’s Jurisdictional Boundaries that May or Shall Be Subject to the Levy of District Non-Ad Valorem Assessments; Providing for Severability; Providing for Conflict and Providing for an Effective Date

On MOTION by Ms. Moulton and seconded by Mr. Albertson, with all in favor, the Public Hearing was opened.

No members of the public spoke.

On MOTION by Ms. Moulton and seconded by Mr. Albertson, with all in favor, the Public Hearing was closed.

Mr. Rom presented Resolution 2022-31 and read the title.

On MOTION by Mr. Albertson and seconded by Mr. Tavel, with all in favor, Resolution 2022-31, Confirming the Intent of the District to Use the Uniform Method of Levy, Collection and Enforcement of Non-Ad Valorem Assessments as Authorized and Permitted by Section 197.3632, Florida Statutes; Expressing the Need for the Levy of Non-Ad Valorem Assessments and Setting Forth the Legal Description of the Real Property Within the District’s Jurisdictional Boundaries that May or Shall Be Subject to the Levy of District Non-Ad Valorem Assessments; Providing for Severability; Providing for Conflict and Providing for an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Public Hearing to Hear Public Comments and Objections to the Adoption of the Rules of Procedure, Pursuant to Sections 120.54 and 190.035, Florida Statutes

A. Affidavit of Publication

The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2022-32, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date

On MOTION by Ms. Moulton and seconded by Mr. Tavel, with all in favor, the Public Hearing was opened.

No members of the public spoke.

On MOTION by Ms. Moulton and seconded by Mr. Albertson, with all in favor, the Public Hearing was closed.

Mr. Rom presented Resolution 2022-32 and read the title.

On MOTION by Mr. Tavel and seconded by Mr. Albertson, with all in favor, Resolution 2022-32, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2021/2022 Budget

A. Affidavit/Proof of Publication

The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2022-33, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2021, and Ending September 30, 2022; Authorizing Budget Amendments; and Providing an Effective Date

Mr. Rom presented the Fiscal Year 2022 budget; there were no changes since it was last presented.

On MOTION by Mr. Albertson and seconded by Ms. Camporeale, with all in favor, the Public Hearing was opened.

No members of the public spoke,

On MOTION by Mr. Albertson and seconded by Mr. Tavel, with all in favor, the Public Hearing was closed.

Mr. Rom presented Resolution 2022-33 and read the title.

On MOTION by Mr. Albertson and seconded by Mr. Tavel, with all in favor, Resolution 2022-33, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2021, and Ending September 30, 2022; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

TENTH ORDER OF BUSINESS

Consideration of Response to Request for Qualifications (RFQ) for Engineering Services

A. Affidavit of Publication

The affidavit of publication was included for informational purposes.

B. RFQ Package

The RFQ package was included for informational purposes.

C. Respondent: Alvarez Engineers

Mr. Rom stated that Alvarez Engineers was the sole respondent to the RFQ.

D. Competitive Selection Criteria/Ranking

On MOTION by Ms. Moulton and seconded by Mr. Albertson, with all in favor, waiving the requirement for more than one respondent, was approved.

E. Award of Contract

On MOTION by Ms. Moulton and seconded by Mr. Tavel, with all in favor, awarding the contract for Engineering Services to Alvarez Engineers, the #1 ranked respondent to the RFQ for Engineering Services, was approved.

ELEVENTH ORDER OF BUSINESS

Consideration of Responses to Request for Proposals (RFP) for Annual Audit Services

A. Affidavit of Publication

The affidavit of publication was included for informational purposes.

B. RFP Package

The RFP package was included for informational purposes.

C. Respondents

On MOTION by Ms. Moulton and seconded by Mr. Tavel, with all in favor, the Regular Meeting recessed at 10:47 a.m., and the Auditor Selection Committee Meeting commenced.

I. Berger, Toombs, Elam, Gaines & Frank

The fee would be \$3,065 for Fiscal Year 2022 or \$3,850 if bonds are issued. Although the fee if additional bonds are issued was not provided, he was advised that the cost would be an additional \$1,250 per bond issuance.

II. Grau and Associates

The fee would be \$3,200 for Fiscal Year 2022, increasing \$200 per year, with an additional \$1,500 fee per bond issuance.

Mr. Rom stated that both firms are qualified.

Discussion ensued regarding whether any bonds would be issued in Fiscal Year 2022.

D. Auditor Evaluation Matrix/Ranking

The Auditor Selection Committee evaluated and ranked the respondents, as follows:

- #1 Berger, Toombs, Elam, Gaines & Frank 100 points
- #2 Grau and Associates 99 points

On MOTION by Ms. Moulton and seconded by Mr. Albertson, with all in favor, ranking Berger Toombs, Elam Gaines & Frank #1, with 100 points, and ranking Grau and Associates #2, with 99 points, and waiving the requirement to provide the fee for when for additional bonds are issued, was approved.

On MOTION by Ms. Moulton and seconded by Mr. Albertson, with all in favor, the Auditor Selection Committee adjourned at 10:52 a.m., and the Regular Meeting reconvened.

E. Award of Contract

On MOTION by Ms. Moulton and seconded by Mr. Tavel, with all in favor, accepting the recommendations of the Auditor Selection Committing, and ranking Berger, Toombs, Elam Gaines & Frank the #1 ranked respondent and ranking Grau and Associates the #2 ranked respondent, and awarding the contract for Annual Audit Services to Berger, Toombs, Elam Gaines & Frank, the #1 ranked respondent to the RFP for Annual Audit Services, and authorizing District Counsel to draft the Agreement and for the Chair to execute, was approved.

TWELFTH ORDER OF BUSINESS

Consideration of Resolution 2022-34, Approving a Proposed Budget for Fiscal Year 2022/2023 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 the proposed Fiscal Year 2023 budget. He highlighted the following changes compared to the Fiscal Year 2022 budget:

- Management’s fee will increase to the full contract price of \$48,000 per year, once the bonds are issued.
- Audit fees will be incurred.
- Arbitrage rebate calculation fees will be incurred.
- Dissemination Agent fees will be incurred.
- Bond Trustee fees will be incurred.

Mr. Rom presented Resolution 2022-34 and read the title.

On MOTION by Ms. Moulton and seconded by Mr. Albertson, with all in favor, Resolution 2022-18, Resolution 2022-34, Approving a Proposed Budget for Fiscal Year 2022/2023 and Setting a Public Hearing Thereon Pursuant to Florida Law for June 20, 2022 at 10:30 a.m., at the offices of Alvarez Engineers, 8935 NW 35th Lane, Suite #101, Doral, Florida 33172; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing for an Effective Date, was adopted.

THIRTEENTH ORDER OF BUSINESS

Consideration of Resolution 2022-07, Designating the Primary Administrative Office and Principal Headquarters of the District and Providing an Effective Date

Mr. Rom stated the Principal Headquarter of the CDD must be in the County in which the CDD is located; therefore, a location for the Principal Headquarters must be determined.

Resolution 2022-07 would be updated to add the District Engineer’s firm as the Principal Headquarters of the District.

Mr. Rom presented Resolution 2022-07 and read the title.

On MOTION by Ms. Moulton and seconded by Mr. Albertson, with all in favor, Consideration of Resolution 2022-07, as amended, Designating 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 as the Primary Administrative Office and the offices of Alvarez Engineers, 8935 NW 35th Lane, Suite #101, Doral, Florida 33172 as the Principal Headquarters of the District and Providing an Effective Date, was adopted.

FOURTEENTH ORDER OF BUSINESS

Consideration of Resolution 2022-14, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022 and Providing for an Effective Date

Mr. Rom presented Resolution 2022-14.

The following would be inserted into the Meeting Schedule:

DATES: Third Monday of each month.

TIME: 10:30 AM

On MOTION by Mr. Tavel and seconded by Mr. Albertson, with all in favor, Resolution 2022-14, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022, as amended, and Providing for an Effective Date, was adopted.

FIFTEENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of February 28, 2022

Mr. Rom presented the Unaudited Financial Statements as of February 28, 2022.

On MOTION by Ms. Moulton and seconded by Mr. Albertson, with all in favor, the Unaudited Financial Statements as of February 28, 2022, were accepted.

SIXTEENTH ORDER OF BUSINESS

Approval of Minutes

Mr. Rom presented the following:

- A. February 7, 2022 Organizational Meeting**
- B. March 11, 2022 Landowners' Meeting**

On MOTION by Mr. Albertson and seconded by Mr. Tavel, with all in favor, the February 7, 2022 Organizational Meeting and the March 11, 2022 Landowners' Meeting Minutes, as presented, were approved.

SEVENTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Billing, Cochran, Lyles, Mauro & Ramsey, P.A*

Ms. Wald stated that the bond validation hearing will be June 29, 2022.

B. District Engineer [Interim]: *Alvarez Engineers, Inc.*

There was no report.

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

- **NEXT MEETING DATE: TBD**

- **QUORUM CHECK**

The next meeting will be held on June 20, 2022.

EIGHTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

NINETEENTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

TWENTIETH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned.

<p>On MOTION by Mr. Albertson and seconded by Ms. Moulton, with all in favor, the meeting adjourned at 11:02 a.m.</p>
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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair