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**MINUTES OF MEETING**

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

**THE GROVES  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of The Groves Community Development District was held on **Tuesday, December 1, 2020 at 10:01 a.m.**, to be held at The Groves Civic Center, located at 7924 Melogold Circle, Land O' Lakes, FL 33637.

Present and constituting a quorum:

Bill Boutin	<b>Board Supervisor, Chairman</b>
Richard Loar	<b>Board Supervisor, Vice Chairman</b>
Jimmy Allison	<b>Board Supervisor, Assistant Secretary</b>
Christina Cunningham	<b>Board Supervisor, Assistant Secretary</b>
James Nearey	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Aimee Brandon	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
John Vericker	<b>District Counsel, Straley, Robin &amp; Vericker</b>
Mark Bufano	<b>Operations Manager</b>
Gregg Gruhl	<b>RASI</b>
Steven Brletic	<b>JMT Engineering</b>

Audience: **Present**

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

Ms. Aimee Brandon called the meeting to order and performed roll call, confirming that a quorum was present.

**SECOND ORDER OF BUSINESS****Audience Comments**

The Board heard audience comments regarding the following: Aquatic maintenance and resolution of ongoing complaints of debris and pond trash, recommendation for the newly paved roads to be inspected after a rain shower, volunteering to assist with Christmas holiday lighting, questions regarding street paving schedule changes, and challenges with audience members hearing the Board clearly during meetings.

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**THIRD ORDER OF BUSINESS****Award Recognitions**

The Chairman moved up "Award Recognitions" before Tab 1 in the agenda.

Mr. Bill Boutin discussed the recent performance of each staff member and noted how they each have gone above and beyond normal duties. The Board personally recognized, Mr. Saro Maisonet, Mr. Jeff Acres, Mr. Tyler Meltzer and Mr. Mark Bufano. The Board presented each forementioned staff member with a certificate and bonus check.

**FOURTH ORDER OF BUSINESS****Consideration of Resolution 2021-02,  
Designating Officers for 2020 General  
Election**

Ms. Brandon presented the Board with the "Consideration of Resolution 2021-02, Designating Officers for 2020 General Election".

Mr. James Neary nominated Mr. Boutin for Chairman with a second from Mr. Allison.

On a motion from Mr. Neary, seconded by Mr. Allison the Board approved to adopt Resolution 2021-02 and Mr. Boutin as Chairman with a 4-1 vote. Not in favor was Ms. Christina Cunningham for The Groves Community Development District.

The Board received nomination from Mr. Boutin for Mr. Loar to remain as Vice Chairman.

On a motion from Mr. Boutin, seconded by Mr. Neary, the Board approved to adopt Resolution 2021-02 and Mr. Richard Loar as Vice Chairman, and Ms. Christina Cunningham, Mr. Jimmy Allison, Mr. James Neary and Mr. Matthew Huber as Assistant Secretaries for The Groves Community Development District.

**FIFTH ORDER OF BUSINESS****Consideration of Annual Pond and  
Canal Management Services Contract**

The Board discussed the "Annual Pond and Canal Management contracts".

Mr. Allison asked if the ponds have had any improvement. Mr. Loar discussed the term of the contract and recommended changing the annual contract dates to coincide with the CDD fiscal year of October 1st-September 30th.

Mr. Boutin suggested extending the current contract with Solitude for 120 days to allow time for the new District Engineer to become more familiar with the community ponds.



On a motion from Mr. Neary, seconded by Mr. Loar, the Board approved to extend the current Solitude contract for a period of 120 days for The Groves Community Development District.

**SIXTH ORDER OF BUSINESS****Discussion Regarding Rules of Procedure**

The Board addressed the Rules of Procedures under Tab 3. The Board decided to continue discussion at the January 5th, 2021 meeting.

**SEVENTH ORDER OF BUSINESS****Consideration of Resolution 2021-03, Common Area Fireworks Policy**

Mr. Boutin presented the Board with the "Resolution 2021-03, Common Area Fireworks Policy", for the Boards discussion and consideration.

Ms. Cunningham suggested future Board discussions on establishing clearly defined guidelines for appropriate use of common areas.

On a motion from Mr. Neary, seconded by Ms. Cunningham, the Board approved to adopt Resolution 2021-03, Common Area Firework Policy for The Groves Community Development District.

**EIGHTH ORDER OF BUSINESS****Staff Reports****A. District Counsel**

District Counsel, Mr. John Vericker reminded the Board that they needed to discuss the District Engineering Contract.

**B. District Engineer**

Mr. Allison discussed his research results and recommended approving the contract. Mr. Stephen Brletic requested the assistance of Ms. Brandon in acquiring documents of previous work completed by former District Engineering firm, Landmark.

On a motion from Mr. Allison, seconded by Mr. Loar, the Board approved District Engineering contract with JMT Engineering for The Groves Community Development District.

**C. Aquatics Report**

Mr. Boutin presented the Board with the "Aquatic Report" and opened it up for discussion. No comments were received from the Board at this time.

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**D. Clubhouse Manager**

The Board received the Clubhouse Manager report and update from Mr. Bufano. Mr. Bufano gave updates on the current schedule for road paving and the current progress. He also reminded the Board of the upcoming installation of the new roof that is expected to begin in two weeks. Mr. Bufano also gave an update on the status of the restaurant opening before the end of the week. Other areas of updates given were phone system, Friday missed garbage pickup and hot tub repair.

The Board was presented with the "Tennis Court Resurfacing proposal by Mr. Bufano and residents, George and Bob for the Boards consideration. George addressed the Board and discussed the difference in the specs of each vendor. George and Bob both recommended Sport Surfaces based on factors such as price, warranty and craftsmanship. Ms. Cunningham asked the gentlemen if they had personally seen an example of the companies work.

On a motion from Mr. Loar, seconded by Mr. Neary, the Board approved the Chairman to execute the agreement for Sport Surfaces in the amount of \$19,400 contingent on the results of the personal inspection of local work completed by Sport Surfaces conducted by George, Bob and Mr. Bufano, and with the authority to allow Mr. Bufano to choose the project start date for The Groves Community Development District.

**E. District Manager**

The Board received the District Manager update from Ms. Brandon. Ms. Brandon reminded the Board of the next regular scheduled Board of Supervisors' meeting on January 5<sup>th</sup>, 2021 at 6:30 p.m.

Ms. Brandon also provided an update on the insurance claim for the damaged fence and 6 hedges. Mr. Boutin discussed the hedge proposal received previously from Yellowstone for fifteen 15-gallon hedges. Mr. Boutin pointed out that the 15-gallon hedges would be too short, and he suggest getting another proposal for 30-gallon hedges to include the 6 new hedges that have to be replaced due to the car accident damage.

On a motion from Mr. Neary, seconded by Ms. Cunningham, the Board approved a total of twenty-one Sweet Viburnum, 30-gallon hedges for The Groves Community Development District.

**NINTH ORDER OF BUSINESS****Consideration of Minutes of the  
Board of Supervisors' Meeting held  
on November 10, 2020**

The Board was presented with the Minutes from the Board of Supervisors' meeting held on November 10, 2020. Mr. Loar and Ms. Cunningham gave corrections with an expectation that the corrections would also be emailed to Ms. Brandon.



On a motion from Mr. Neary, seconded by Mr. Allison, the Board approved, as amended, the Minutes of the Board of Supervisors' meeting held on November 10th, 2020 for The Groves Community Development District.

**TENTH ORDER OF BUSINESS****Consideration of Operations and  
Maintenance Expenditures for October  
2020**

The Board received the Operation and Maintenance Expenditures for October 2020. Mr. Loar listed three invoices for Ms. Brandon to investigate and requested that the finding be communicated to the Board via email.

On a motion from Mr. Loar, seconded by Mr. Allison, the Board approved to ratify the payment of the invoices of the October 2020 Operation and Maintenance Expenditures in the amount of \$85,475.67 for The Groves Community Development District.

**ELEVENTH ORDER OF BUSINESS****Supervisor Requests**

During Supervisor request, Mr. Boutin discussed the resident conduct towards CDD staff and provided a document on separate cover. The Board discussed numerous incidents of inappropriate behavior on behalf of the residents towards CDD Staff members. Mr. Boutin spoke of the previous Boards' decisions to communicate a warning and potential consequence of losing amenity privileges for a period to any resident who verbally abuses or disrespects a member of the CDD staff. Ms. Cunningham suggested implementing a zero-tolerance policy that has immediate consequence of losing key fob and amenity privilege.

On a motion from Ms. Cunningham, seconded by Mr. Neary, the Board approved to enforce and take immediate action of revoking resident key fobs and amenity privileges to any resident who is caught verbally abusing or disrespecting a CDD staff member for The Groves Community Development District.

The Board received audience comments regarding the following: feeling that the Board should be taking a stronger position regarding addressing issues, statements regarding disrespect received back from clubhouse manager, insufficient communication from the CDD Board to residents, problems with the aging community. The Board and Mr. Bufano discussed some of the audience comments.

Continued Supervisor request, Mr. Boutin requested that District Manager, Ms. Brandon obtain bids for a new Reserve Study of the community. Proposals expected at the January 5th, 2021 CDD meeting. Mr. Allison requested an update of the culvert at Hole 10 from Mr. Bufano. Mr. Bufano requested assistance from Mr. Brletic in completing the job. Mr. Loar requested an update of the insurance claim of the flagpole damage. Mr. Boutin requested that monthly financials be added to the agenda for

discussion and review. Mr. Loar requested having a senior Rizzetta accountant present at an upcoming meeting to explain the financial statements in more detail.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

Mr. Boutin requested a motion to adjourn the meeting of the Board of Supervisors' for The Groves Community Development District.

On a Motion by Mr. Loar, seconded by Mr. Allison, and followed by a vote of all in favor, the Board of Supervisors adjourned the meeting at 12:15 p.m. for The Groves Community Development District.

Matthew Huber

Secretary/Assistant Secretary



Chairman/Vice Chairman