

**THE GROVES COMMUNITY DEVELOPMENT DISTRICT**

**May 2, 2023 Minutes of Meeting**

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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, May 2, 2023, at 10:00 a.m., 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>
James Nearey	<b>Board Supervisor, Assistant Secretary</b>
Christina Cunningham	<b>Board Supervisor, Assistant Secretary</b>
Jimmy Allison	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Gregory Cox	<b>District Manager, Rizzetta &amp; Co, Inc.</b>
Vivek Babbar	<b>District Counsel, Straley, Robin &amp; Vericker</b>
Amy Wall	<b>Operations Manager</b>
Stephen Brletic	<b>District Engineer, BDI Engineers</b>
Josh Hamilton	<b>Representative, Yellowstone Landscape</b>
Carmen Torres	<b>Facilities Manager</b>

Audience Members

**FIRST ORDER OF BUSINESS**

**Call to Order**

The meeting was opened at 10:00 a.m. and Mr. Cox verified that all Board members were present. Ms. Carmen Torres was introduced as the new Facilities Manager.

**SECOND ORDER OF BUSINESS**

**Pledge of Allegiance**

All present at the meeting joined in the Pledge of Allegiance.

**THIRD ORDER OF BUSINESS**

**Audience Comments**

The Board received audience comments from those attending. Comments received included negative comments regarding the conditions of the landscaping

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throughout the community from several residents; flooring installation in the card room and restaurant; concerns regarding the kiln room operation and safety; the HOA's position on the bridge repair project; the Board's plan to fund the forthcoming projects; pool furniture purchase and needs; Oak tree leaves at the Clubhouse; dog park conditions; a request for exemption from ballroom rental fees; comments regarding the Quest wetland report; and concerns regarding the use of chemical spraying in the dog park.

## FOURTH ORDER OF BUSINESS

### Staff Reports

#### A. District Counsel

The Board received a District Counsel update from Mr. Vivek Babbar. He informed the board of the status of a small claims case against the District by Dynamic Security for unpaid fees. He explained that this non-payment was due to their failure to provide services and it is documented so the District is requiring a trial at this location and will request legal fees be covered. Mr. Babbar also provided an update on the current legislative actions to include a Senate Bill that would require ethics training for Board members and one that would increase the maximum fine for ethics violations.

#### B. District Engineer

Mr. Brletic and Mr. Cox provided information to the Board and audience regarding the contents of the Quest report on the wetland and floating island. Mr. Brletic also provided an update on the work being done in support of the District's irrigation project and that it was a large amount of required work. He estimated it could be 30 hours of work and possibly \$5,000 in costs.

The Board discussed the landscape status in the community with several representatives from Yellowstone Landscaping. Ms. Linen provided an update of the recent meetings with Yellowstone and the work identified as needing to be accomplished. Mr. Hamilton, with Yellowstone, provided an update of work underway and explained how limitations on use of reclaimed water for irrigation was having a negative impact on all types of landscaping. Yellowstone representatives explained their extensive experience with maintaining dog parks and how they would not use any chemicals that would cause health issues for dogs or humans. The Yellowstone representatives also addressed questions from the audience members.

The Board requested that the previously tabled proposals be put on the agenda for the Special Meeting being scheduled for May 23, 2023. The Board also requested that the topic of Investment Strategies be added to the Special Meeting agenda.

The Board requested Yellowstone to provide a quote to replace the mulch around the clubhouse with landscape rocks.

Mr. Nearey expressed his concerns regarding areas not regularly cut as required and that work needed to be followed up with a supervisor inspection.

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**C. Aquatics Report - Steadfast**

The Board reviewed the April waterway and canals report from Steadfast. It was noted that the report listed sites 50,60 and 80 which were not part of the Groves.

**D. Operations Manager**

The Board received the Clubhouse Manager's report from Ms. Linen. She noted that she investigated the possibility of adding gate security (fobs) to the tennis courts and found the cost to be in the \$30K range for installation.

The Board discussed the topic of purchasing new pool furniture as requested earlier and acted to approve new funds to be coupled with the remaining funds from the last approved purchase.

On motion from Mr. Boutin, seconded by Mr. Neary, the Board approved with four in favor and one opposed (Mr. Loar) to authorize not-to-exceed \$6,000 for the purchase of additional pool furniture, for The Groves CDD.

**E. District Manager**

The Board received a District Manager report from Mr. Cox. He noted that the Board that the next regular CDD meeting was scheduled for June 6, 2023 at 6:30 p.m. Mr. Cox reviewed District financials as of the end of March 31, 2023. He also reviewed the projects update report with the Board.

Mr. Cox explained that the Pool and Spa REQUEST for Proposals (RFP) package had been sent out to several companies and that a pre-bid meeting was scheduled for May 3, 2023 at 10:00 a.m. He noted that proposals were due to be submitted on May 16, 2023.

Mr. Cox noted that the Bridges Request for Proposals (RFP) package was not yet completed but was expected to be finished soon along with a time-line.

Mr. Cox explained that the advertisement for those interested in the operation of the restaurant had been published and it asked for the submission of an Expression of Interest by May 12, 2023. Ms. Cunningham explained that she had compiled a list of previous questions asked of those interested and how it would be beneficial to have any of those submitting to be prepared to answer them this time.

Ms. Cunningham expressed her concerns regarding how the flooring in the restaurant and card room had a new epoxy flooring material installed by staff members when the Board had previously required that a licensed floor installation service be used. Mr. Cox explained that it was felt that the safety issues identified by the Health Inspector drove the decision to get something in place immediately that would resolve the safety issues and permit residents to continue to use the card room and the restaurant.

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On motion from Mr. Cunningham, seconded by Mr. Loar, the Board approved with three in favor and two opposed (Mr. Boutin and Mr. Allison) to require Back 9 Bistro (B9B) to submit an Improvement Plan and a Flooring Solution to the Board, for The Groves CDD.

*(The Board recessed the meeting at 12:14 p.m. and brough the meeting back to order at 12:27 p.m.)*

Mr. Boutin informed the Board that he had asked that it be added to the June CDD meeting agenda.

Mr. Cox reviewed again in more depth the claim for payment from Dynamic Security.

**FIFTH ORDER OF BUSINESS**

**Presentation of Fiscal Year 2023/2024 Proposed Budget and Resolution 2023-03, Approving Fiscal Year 2023/2024 Proposed Budget and Setting the Public Hearing for the Final Budget**

Mr. Cox presented Fiscal Year 2023/2024 Proposed Budget and Resolution 2023-03, Approving the Proposed Budget and Setting a Public Hearing for the Final Budget. He reviewed the draft budget line by line which allowed the Board to discuss the proposed budget. The Board identified areas that required additional research and indicated that they wanted to add this to the Special Meeting agenda on May 23, 2023 for further discussion and add it to the June Board Meeting for consideration.

**SIXTH ORDER OF BUSINESS**

**Consideration of Adding Audience Comments to the end of the Meeting**

The Board took no action towards the request to add “Audience Comments” to the end of future agendas. The Board did request that the beginning phrase at the beginning of the agenda be changed to “Audience Comments” and remove “On Agenda” language.

**SEVENTH ORDER OF BUSINESS**

**Discussion of Use of Craft Room**

Ms. Cunningham opened the discussion regarding the “contract” for use of the craft room and how it needs to be properly written. She noted that there should be a deposit for its regular use and CDD fees collected. She also indicated that proper procedures for operation and safety need to be developed and posted.

The Board received comments regarding how approximately seven residents generally attended the weekly craft room sessions from 2 p.m. to 5 p.m. and they paid \$7.00 to the non-resident “instructor” as part of the “club”. It was discussed how each resident would pay a 10% fee regularly to the Clubhouse staff, which amounted to \$,70 weekly. Mr. Cox suggested that the Board consider setting a single annual fee for those attending versus having staff process \$.70 deposits. The Board directed that this topic be added to the June CDD agenda.

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**EIGHTH ORDER OF BUSINESS**

**Discussion of Creation of Liquor License Legal Clarification Document**

Ms. Cunningham discussed the need to have a document prepared by staff that would address how activities related to the liquor license and gambling be conducted in order to not create violations. She noted that issues had been addressed throughout the year and the guidance developed from those activities be put into one document for all to reference and use. It was described as a what you can and cannot do guidance.

**NINTH ORDER OF BUSINESS**

**Discussion of File Maintenance on 501C Organizations**

Ms. Cunningham explained that staff should maintain a file on all 501C organizations that use the Clubhouse facilities for the purpose of fund raising, etc. She referenced a previous meeting when District Counsel suggested that this information should be recorded. The Board discussed what type of information should be maintained.

**TENTH ORDER OF BUSINESS**

**Consideration of Minutes of the Board of Supervisors' 2<sup>nd</sup> Audit Committee Meeting held on April 4, 2023**

On a motion from Mr. Loar, seconded by Mr. Nearey, the Board unanimously approved to accept as written, the minutes of Audit Review Committee meeting held on April 4, 2023, for The Groves CDD.

On a motion from Mr. Loar, seconded by Mr. Allison, the Board unanimously approved to accept the Audit Committee's recommendation to select Grau & Associates, Inc. as the #1 ranked proposal to be the District Auditor, for The Groves CDD.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Minutes of the Board of Supervisors' Meeting held on April 4, 2023**

The Board reviewed the minutes of the regular Board of Supervisors' meeting held on April 4, 2023 and made A minor amendment.

On a motion from Mr. Loar, seconded by Mr. Neary, the Board unanimously approved the minutes of the regular Board of Supervisors' meeting held on April 4, 2023, as amended, for The Groves CDD

**TWELFTH ORDER OF BUSINESS**

**Consideration of Operations and Maintenance Expenditures for March 2023**

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The Board reviewed the Operation and Maintenance Expense Report for March 2023, totaling \$117,088.87. Ms. Cunningham expressed her concerns regarding expenses associated with the repairs for the lanai split AC unit and requested a report from staff on these expenses. Mr. Allison noted his concerns regarding repairs to the Pro Pumps pump repairs and how he felt maintenance of the pump should not be delayed again.

**THIRTEENTH ORDER OF BUSINESS**

**Supervisor Requests**

During the Supervisor Requests/Comments portion of the agenda:

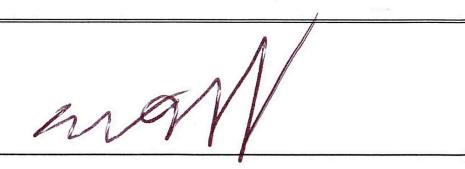
- a. Mr. Boutin requested information regarding the fresh water permit and how the use is tracked, and Mr. Loar provided information as to how it is monitored.
- b. Ms. Cunningham requested a solution to the poor audio capability for the meetings.
- c. Ms. Cunningham suggested an increase in RV storage fees due to the additional security cameras recently added. Mr. Cox explained that fee increases of this nature require a public hearing and he was asked to add the public hearing to the June CDD Meeting.
- d. Mr. Loar provided comments regarding the investments for the CDD funds.
- e. Mr. Loar discussed that those who lease the ballroom are required to perform the cleaning and put the room back in order and that is not for Jeff to do. He noted that B9B and the Social Committee were responsible for their events or to hire someone to do this work.
- f. Ms. Cunningham expressed her concerns that the budget should have a separate line item to track restaurant expenses by the CDD.
- g. Mr. Boutin initiated a discussion regarding the request earlier in the meeting to waive the fees for the group making cards as a not-for-profit. The Board discussed and concluded that the fees for this type of event should be waived.
- h. Mr. Boutin discussed a recent successful Pasco County presentation of for Veteran's benefits that was held.

**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

On a motion from Mr. Loar, seconded by Ms. Cunningham, the Board unanimously approved to adjourn the meeting at 2:31 p.m., for The Groves CDD.

  
Secretary/Assistant Secretary

  
Chairman/~~Vice Chairman~~