

---

---

**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, January 5, 2021 at 6:30 p.m.**, 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>
Steven Brletic	<b>JMT Engineering</b>
Leslie Spock	<b>Senior Accountant, Rizzetta &amp; Company, Inc.</b>
Scott Brizendine	<b>Financial Services Manager, Rizzetta &amp; Co, Inc.</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: hedges that need replacing, fencing on the front gate by the swimming pool, discussion of the health department providing and administering COVID-19 vaccinations that would be made available at the Groves Club House for residents only, suggestion for an overnight guard at the entrance, issue with seeing gates left up and motorcycles driving through the gates at late hours.

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

The Board presented two awards to resident volunteers and the residents presented Mr. Mark Bufano with an award.

**FOURTH ORDER OF BUSINESS****Consideration of Rules of Procedure  
Redlines**

The Board discussed the Rules of Procedure. Mr. Bill Boutin requested that the word "consensus" be change to "vote".

On a motion from Ms. Christina Cunningham, seconded by Mr. Nearey the Board approved as amended the Consideration of Rules of Procedures Redlines for The Groves Community Development District.

**FIFTH ORDER OF BUSINESS****Consideration of Rules of Procedure  
Revised Version**

The Board discussed the Consideration of Rules of Procedures Revised.

Mr. Boutin requested that no items be added to the agenda without Board approval unless an item is deemed urgent. He also suggested that the Board members name should be listed with the correlated discussion topic in the agenda.

Ms. Cunningham expressed her desire to allow Board members to add items to the agenda 7 days prior to the CDD meeting.

Mr. Boutin suggested the current Rules and Procedures remain the same until another public hearing can be called.

On a motion from Mr. Boutin, seconded by Mr. Nearey the Board approved to keep the Rules of Procedures the same until another public meeting can be held. The vote was 3 to 2 with Ms. Cunningham and Mr. Loar voting no for The Groves Community Development District.

**SIXTH ORDER OF BUSINESS****Discussion on Latest Financials and  
Procedure for Special Assessments**

The Board was presented with the Latest Financials and Procedure for Special Assessments introduced by Rizzetta senior accountant, Leslie Spock and Financial Manager, Mr. Scott Brizendine.

Ms. Spock discussed the December Financial report and offered to answer any questions.



Mr. Brizendine discussed The Groves bonds and suggested that the Board appoint a Board member to work with him on exploring options to refinance. The Board nominated Mr. Loar to work with Mr. Brizendine on refinancing options.

## **SEVENTH ORDER OF BUSINESS**

### **Discussion of Vesh Security Deposit**

The Board discussed the Vesh Security Deposit. Ms. Brandon discussed the various cleaning fees paid by The Groves as well as the liquor license transfer fees. The amount of fees from cleaning and liquor license transfer exceeded the \$3000 security deposit.

On a motion from Ms. Cunningham, seconded by Mr. Loar, the Board agreed to retain the security deposit for Vesh in the amount of \$3,000.00 for The Groves Community Development District.

## **EIGHTH ORDER OF BUSINESS**

### **Consideration of Reserve Study Proposal**

The Board discussed the Reserve Study Proposals.

The Board agreed to table the consideration for a new proposal due to having a reserve study from Florida Reserve Study that was completed in 2019.

Ms. Cunningham noted that we need to take into account the current economic situation and therefore the inflation rate and interest rate would be different. Also, that the recent spend on some projects came in over what was projected in the reserve and should be kept in mind.

Mr. Jimmy Allison mentioned that the Board will need to consider that they will not need as many funds in the Reserves account during budgeting time. The Board also agreed that they would not need a special assessment.

## **NINTH ORDER OF BUSINESS**

### **Acceptance of the Second Addendum to the Contract for Professional District Services**

The Board discussed the Second Addendum to the Contract for Professional District Services.

Ms. Brandon explained to the Board that Rizzetta & Co. would not be increasing the contractual amount to the Groves Professional District Services contract and that the rate will remain the same for the 2020-2021 fiscal year.

Ms. Cunningham requested a motion from the Board to hand out a document not previously included in the agenda.

On a motion from Mr. Nearey, seconded by Mr. Loar, the Board agreed to receive and file a comparison chart of Professional District Services for The Groves Community Development District.

Ms. Cunningham discussed her visit with Regional Manager, Matt Huber, District Manager Aimee Brandon and Senior Accountants. After her visit she felt that the processes and procedures in place with Rizzetta & Co. were not meeting the standards of their peers and suggested a probation period.

Mr. Boutin requested that Ms. Cunningham supply additional and more substantial information for the Board to review due to the Board not having previous knowledge of Ms. Cunningham seeking competitor comparison. Ms. Cunningham agreed to supply what she had for the Boards review prior to the next meeting.

#### **TENTH ORDER OF BUSINESS**

#### **Staff Reports**

##### **A. District Counsel**

District Counsel was present and had nothing to report at this time.

##### **B. District Engineer**

The Board received District Engineer Report from Mr. Stephen Brletic. Mr. Brletic recommend doing a survey on pond 1.

On a motion from Mr. Allison, seconded by Mr. Nearey, the Board approved to obtain a survey with a not-to-exceed amount of \$5000.00. for The Groves Community Development District.

##### **C. Clubhouse Manager**

The Board received Clubhouse Manager report from Mr. Mark Bufano. Mr. Bufano gave updates on the new phone system, the roads resurfacing project, Bayscapes' soft opening and plans for their hard opening to the public, hot tub repair and pressuring washing that has begun. Ms. Brandon was asked to find out who is responsible for replacing the lighting in the cart barn whether it be the HOA or the CDD.

##### **D. 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 February 2, 2021 at 10:00 a.m.

#### **ELEVENTH ORDER OF BUSINESS**

**Consideration of Minutes of the  
Board of Supervisors' Meeting held  
on December 1, 2020**



The Board was presented with the Minutes from the Board of Supervisors meeting held on December 1st, 2020. Ms. Cunningham noted one spelling error on line 151.

On a motion from Mr. Nearey, seconded by Mr. Loar, the Board approved, as amended, the Minutes of the Board of Supervisors meeting held on December 1st, 2020. for The Groves Community Development District.

## **TWELFTH ORDER OF BUSINESS**

### **Consideration of Operations and Maintenance Expenditures for October 2020**

The Board was presented with the Operation and Maintenance Expenditures for November 2020 for \$108,246

On a motion from Mr. Loar, seconded by Mr. Nearey, the Board approved to ratify the invoices from the November 2020 O&M Expenditures in the amount of \$108,246.00 for The Groves Community Development District.

## **THIRTEENTH ORDER OF BUSINESS**

### **Discussion of District Management Services and District Manager Roll**

The Board received a brief overview of District Management Services and District Manager Roll from Ms. Brandon.

The Board discussed the Project Planning and agreed to discuss in further detail during a scheduled Workshop Meeting. Ms. Brandon was asked to schedule the Workshop meeting at the end of February.

The Board discussed the communications/newsletter submission. The Board asked if a separate email can be set up and a separate notice be sent out to the community.

## **FOURTEENTH ORDER OF BUSINESS**

### **Consideration of Revised RFP and Contract for Yellowstone**

The Board discussed the Revised Yellowstone Contract. The Board agreed to have the final details updated in the contract to be presented at the next meeting for signature.

On a motion from Mr. Loar, seconded by Mr. Allison, the Board approved to finalize a contract with Yellowstone at the February meeting for The Groves Community Development District.

## **FIFTEENTH ORDER OF BUSINESS**

### **Supervisor Requests**

During Supervisor request Ms. Cunningham requested the following: adding Rizzetta for consideration to the February agenda, presentation from Rizzetta & Co. to address previously mentioned issues, and a balance of Campus Suites.

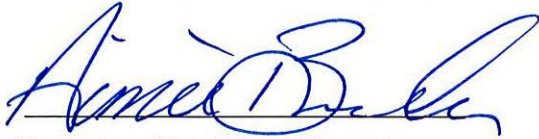
---

**SIXTEENTH 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 from Mr. Loar, seconded by Mr. Nearey, the Board agreed to adjourn the meeting at 9:29 p.m. for The Groves Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman