
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, February 2, 2021 at 10:00 a.m.**, held at The Groves Civic Center, located at 7924 Melogold Circle, Land O' Lakes, FL 33637.

Present and constituting a quorum:

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

Also present were:

Aimee Brandon	District Manager, Rizzetta & Co, Inc.
Matthew Huber	Regional District Manager, Rizzetta & Co, Inc.
John Vericker	District Counsel, Straley, Robin & Vericker
Mark Bufano	Operations Manager
Steven Brletic	JMT Engineering

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: electrical issues at the maintenance barn and bond payoffs. Mr. Jimmy Allison addressed the comment regarding electrical issue at the maintenance barn.

THIRD ORDER OF BUSINESS**Consideration of Yellowstone Contract Addendum**

The Board discussed the Yellowstone Contract Addendum presented by Mr. James Nearey. Mr. Nearey discussed the changes to the scope and clarified the comments regarding additional staff on site.

The Board also discussed the pond cutbacks down to 1foot. Mr. Bill Boutin recommended that the grass be cut down to 1ft for the aesthetics.

Mr. Richard Loar expressed concern for the quality of the water if the grass was cut back to 1ft. Mr. Stephen Brletic agreed that the grass perimeter is better for the quality of the pond.

The Board agreed to cut back to 1ft and monitor the state of the pond and quality of the water.

On a motion from Mr. Nearey, seconded by Mr. Loar, the Board approved to adopt the Yellowstone Contract Addendum with the addition of monitoring water quality and approved the Chairman authorizing the contract outside the meeting for The Groves Community Development District.

FOURTH ORDER OF BUSINESS**Consideration of Proposes Rules of Procedure 1.3**

The Board discussed the Proposed Rule of Procedure 1.3.

Mr. Boutin opened the public hearing. Mr. John Vericker, DC discussed the proposed change of adding agenda items.

Mr. Loar felt that items should be able to be added in emergency situations.

Mr. Allison discussed previous items that he had added to the agenda after the agenda was published. His concern is defining what constitutes an emergency and who would determine it.

The Board discussed that if items are added, supporting documents should be included with the Board members being identified as the person who requested the addition.

Mr. Boutin felt that the proposed changes should be adopted. Ms. Christina Cunningham feels that the current process is working just fine and suggest leaving it as is. Ms. Cunningham feels that the Board members can decide if they feel an item is time sensitive.

The Board voted and the results were 2 approved and 3 against. The motion did not pass.

Mr. Allison made a statement that if something appears on the agenda that does not have supporting documents that he would make a motion to table it. Mr. Nearey agreed that each Board member should feel prepared prior to a meeting.

On a motion from Mr. Loar, seconded by Mr. Allison, the Board agreed to close the public hearing for The Groves Community Development District.

FIFTH ORDER OF BUSINESS

Discussion on Bond Refinancing – Scott Brizendine

The Board received Bond Refinance update from Mr. Scott Brizendine.

Mr. Brizendine discussed working with Mr. Loar regarding the possibility of refinancing. Mr. Brizendine agreed that due to the existing low interest rates that the Board was choosing a good time to look at their options.

Mr. Loar discussed the cost associated with refinancing versus the minimal impact of savings overall on the existing bond loan and does not feel that it would be beneficial.

Mr. Nearey questioned what the payoff amount is per home. Mr. Brizendine directed the Board to have residents send their payoff request to Bondpayoff@rizzetta.com.

The Board agreed to table the discussion until further notice.

On a motion from Mr. Loar, seconded by Mr. Nearey, the Board agreed to end discussions of Bond Refi at this time for The Groves Community Development District.

SIXTH ORDER OF BUSINESS

Discussion of Rizzetta District Professional Services

The Board received the Rizzetta District Professional Services presentation from Ms. Brandon.

Ms. Brandon read for the Boards review the email sent to them by Rizzetta COO, Bob Schleifer, that addressed Ms. Cunningham's previous concerns regarding processes and procedure of Rizzetta Professional Services. Ms. Brandon reviewed the supporting documents she provided that showed some internal processes that she follows as District Manager.

Ms. Cunningham stated that she felt that Rizzetta should be placed on a probation period to monitor their processes and procedures.

Mr. Loar requested that District Management review invoices more closely before agreeing to pay them. He also suggested that Ms. Cunningham remain the main point person on District Professional services and requested that a timeline be given of when items will be addressed and fixed.

Ms. Cunningham mentioned that there should be a transfer of responsibility between District Manager and Clubhouse Manager.

Mr. Boutin discussed the need for RASI to provide a proposal for additional staff to assist Mr. Mark Bufano with onsite tasks.

The Board agreed that it would be appropriate to add Ms. Brandon as assistant Secretary.

On a motion from Mr. Loar, seconded by Mr. Nearey the Board approved adding Ms. Brandon as Assistant Secretary to The Groves Community Development District.

SEVENTH ORDER OF BUSINESS

Discussion of Project Planning

The Board discussed the Project Planning presented by Ms. Cunningham.

Ms. Brandon provided a more clearly defined expectation of the Project Planning Workshop meeting.

Ms. Brandon suggested that the Board should utilize a spreadsheet that incorporated Project Projection Planning. Ms. Brandon recommended identifying larger future projects and the associated cost for budget planning and allocation of funds in conjunction with the Reserve Study.

EIGHTH ORDER OF BUSINESS

Discussion of Aquatic Management Proposals

The Board discussed the Aquatics Management Report. Mr. Boutin requested a report on the Canals. Mr. Bufano discussed tabling the pond maintenance proposals until the March Meeting.

NINTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

The Board received District Counsel report from Mr. Vericker. Mr. Vericker mentioned that he would be introducing a new District Counsel attorney, Dana Collier. Ms. Collier will be present for the February 24th Workshop meeting.

B. District Engineer

The Board received the District Engineer Report from Mr. Brletic.

Mr. Brletic mentioned that the survey was almost complete and that he would send it to Ms. Brandon to distribute to the Board. Mr. Brletic discussed putting in a control structure for the pond on Hole 10 and the need to obtain a small

175 permit. He explained that the control structure will eliminate the need to tear
176 up the golf course.

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178 Mr. Brletic recommended starting the project planning and permit process. He
179 provided the Board with an estimate of no more than \$7,000 to begin.

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181 Mr. Boutin asked if the design plan and RFP preparations could be completed
182 by the Workshop meeting for review.

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184 Mr. Brletic agreed that it would be ready by then. Mr. Loar requested that the
185 \$7,000 be taken out of the Reserve Fund.

On a motion from Mr. Allison, seconded by Mr. Nearey, the Board approved the design planning with permit and RFP process with a not-to-exceed amount of \$7,000.00 for The Groves Community Development District.

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187 **C. Clubhouse Manager**

188 The Board received the Clubhouse Report from Mr. Bufano via conference
189 call.

190 **D. District Manager**

191 The Board received the District Manager report from Ms. Brandon.

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193 Ms. Brandon reminded the Board of the next regular scheduled meeting
194 scheduled for March 2nd, 2021 at 10:00a.m. and the scheduled Workshop
195 meeting on February 24th at 10:00a.m.

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197 Ms. Brandon reviewed the Monthly Financials.

198 **TENTH ORDER OF BUSINESS**

198 **Consideration of Minutes of the**
199 **Board of Supervisors' Meeting held**
200 **on January 5, 2021**

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202 The Board was presented with the Minutes of the Board of Supervisors meeting
203 held on January 5th, 2021. Mr. Loar and Ms. Cunningham provided some corrections.
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On a Motion from Mr. Nearey, seconded by Mr. Loar, the Board approved, as amended, the Minutes of the Board of Supervisor's meeting held on January 5th, 2021 for The Groves Community Development District.

ELEVENTH ORDER OF BUSINESS**Consideration of Operations and
Maintenance Expenditures for
December 2020**

The Board was presented with the Operation and Maintenance Expenditures for December 2020 for \$95,487.86.

On a motion from Mr. Allison, seconded by Ms. Cunningham, the Board approved to ratify the Operation and Maintenance Expenditures for December in the amount of \$95,487.86 for The Groves Community Development District.

TWELFTH ORDER OF BUSINESS**Supervisor Requests**

During Supervisor requests, Mr. Brizendine provided the Board with the payoff amount for residents for their assessment bond in the amount of \$1580.00.

THIRTEENTH 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 12:15 p.m. for The Groves Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman