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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, April 6, 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	<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; Co, Inc.</b>
Dana Collier	<b>District Counsel, Straley, Robin &amp; Vericker</b>
Mark Bufano	<b>Operations Manager</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 received audience comments regarding; question as to why audience comments are only at the beginning and not allowed throughout the meeting and question if the term "rim ditch" meant the same thing as canal.

**THIRD ORDER OF BUSINESS** **Consideration of District Management Services**

The Board received the Consideration of District Management Services Agreement.

The Board asked if there had been any changes to the verbiage other than the removal of additional fees for extended meeting hours and the addition of E-Verify language.

Ms. Christina Cunningham requested that Rizzetta refund the difference in fees from the Rizzetta Management increases that were reflected on the October renewal agreement. She requested that Rizzetta refund the District for the months of October through February.

On a motion from Mr. Richard Loar, seconded by Ms. Cunningham, the Board approved the District Management Services Agreement for The Groves Community Development District.

#### **FOURTH ORDER OF BUSINESS**

#### **Consideration of Pool Maintenance Proposals**

The Board received the Pool Maintenance Proposals.

The Board discussed both proposals in depth and agreed that Proteus Pools monthly maintenance proposal for \$1,502.53 would be an acceptable choice.

The Board discussed having a standard contract in place with Proteus Pools and to allow the Chairman to execute the contract outside of the meeting.

On a motion from Mr. Loar, seconded by Mr. Jimmy Allison, the Board approved the proposal for Proteus Pools Monthly Maintenance in the amount of \$1,502.53 monthly, with a standard contract in place and with authorization for the Chairman to sign outside of the meeting for The Groves Community Development District.

#### **FIFTH ORDER OF BUSINESS**

#### **Consideration of Aquatic Management Proposals**

The Board received the Aquatic Management Proposals.

The Board discussed each proposal in depth.

Mr. Bill Boutin requested a detailed monthly report from which ever vendor the Board chose.

Ms. Cunningham requested that a standard contract be put in place with the new vendor.

Mr. Loar requested that verbiage be added to the contract that request the presence of the vendor at future meetings as needed.

The Board agreed to the proposal received by Steadfast in the amount of \$1,252.00 monthly. The Board agreed to execute the contract at the May meeting.

On a motion from Mr. Neary, seconded by Ms. Cunningham, the Board approved the proposal for Steadfast Monthly Aquatic Maintenance in the amount of \$1,252.00 monthly, with a standard contract in place and with authorization for the Chairman to sign outside of the meeting for The Groves Community Development District.

**SIXTH ORDER OF BUSINESS**

**Discussion of The Groves Entrance Beautification**

The Board discussed the Beautification of The Groves Entrance.

Mr. Loar discussed the resident email that was received that expressed interest in offering financial assistance towards the cost of improving the entrance to The Groves.

Mr. Boutin requested that Ms. Brandon investigate the total cost spent on the front entrance in the past few years.

Mr. Loar suggested that the community form an ad hoc committee to discuss ideas for the front entrance.

The Board agreed to appoint Mr. Loar as the liaison for the ad hoc committee.

On a motion from Mr. Boutin, seconded by Mr. Loar, the Board approved Mr. Loar as the liaison of the beautification of the front entrance ad hoc committee for The Groves Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Pool Maintenance Proposals**

The Board received the Yellowstone proposals that were requested by Mr. James Nearey.

The Board discussed tabling the backside of the restaurant and main/back gate entrance proposals for landscaping until after the ad hoc committee has provided the Board with their ideas.

The Board discussed the proposals for hedges to block golf cart access to a resident yard who lives near the back gate.

The Board asked District Counsel, Ms. Dana Collier, if there was a legal issue with planting hedges along the edge of the resident's property. Ms. Collier stated that it would not be an issue if the resident gave permission via an easement agreement between the District and the resident.

The Board discussed the community forming an ad hoc committee for holiday lighting to assist with the design and layout of decorations.

The Board agreed that the community could use the existing holiday lights and décor but would request hiring a professional handyman to install the lights and decorations.

On a motion from Mr. Allison, seconded by Mr. Loar, the Board approved the proposal for \$916.00 to add hedges along the resident's property to block golf cart access to the resident's property for The Groves Community Development District.

## **EIGHTH ORDER OF BUSINESS**

### **Staff Reports**

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

The Board received the District Counsel report from Ms. Collier.

Ms. Collier discussed resident request of the HOA to relocate a cart path on hole #17. Ms. Collier reminded the Board that golf carts are not allowed to drive on the sidewalk. Ms. Collier mentioned that if the HOA gives the resident approval, the HOA attorney may ask the CDD for an access easement depending on the area of relocation.

The Board agreed that if the path was changed, that the striping on the road should be removed.

Mr. Loar agreed that the HOA would be responsible for providing direction to golfers.

No final decision was needed at this time therefore there were no actions taken on this discussion.

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

The Board received the District Engineer report from Mr. Stephen Brletic.

Mr. Brletic discussed the pond repair proposals. Mr. Brletic recommended Finn Outdoors' proposal for \$38,500.00 and mentioned that he had received the permit back from the county and can begin scheduling the work as soon as a proposal was chosen by the Board.

The Board agreed to choose Finn Outdoors' proposal along with a standard contract in place and with the Chairman being authorized to execute the contract outside of the meeting.

On a motion from Mr. Loar, seconded by Mr. Allison, the Board approved the Finn Outdoor Proposal for \$38,500.00 with a standard contract in place and with the authorization for the Chairman to execute the contract outside the meeting for The Groves Community Development District.



**C. Aquatic Report**

The Board received the Aquatics Report for March 2021.

**D. Clubhouse Manager**

The Board received the Operation Manager Report from Mr. Mark Bufano.

Mr. Bufano provided the Board with an update on the electrical room and phone system. Mr. Bufano mentioned the difficulty with getting access to the Spectrum accounts due to not being an authorized user.

Ms. Cunningham made the statement that the electrical room should no longer be used for storage of any kind.

Mr. Bufano discussed the change to the Pasco County mask mandate. Mr. Bufano discussed the concern he has for the timeline of getting additional staff. He has requested that the Board reconsider the timeline of getting an assistant manager and an additional maintenance person.

Ms. Cunningham expressed concern and disappointment that RASI was not able to provide a temporary replacement for their current maintenance man when he was out due to a minor injury.

Mr. Loar agreed with Ms. Cunningham's concern.

Mr. Loar suggested adding the discussion of adding additional staff onto the next meeting.

On a motion from Mr. Loar, seconded by Mr. Boutin, the Board authorized Ms. Brandon and Mr. Bufano to be authorizing users of the Spectrum account for The Groves Community Development District.

**E. District Manager**

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

Ms. Brandon reminded the Board of their next regular scheduled meeting to be held on May 4<sup>th</sup> at 10:00 a.m.

Ms. Brandon reminded the Board that they would be discussing their proposed budget during this meeting.

1. The Board received the Financial statement for February 2021.

2. The Board received the Project Management spreadsheet.

Mr. Boutin requested adding gutters for the clubhouse.

Ms. Cunningham suggested that the Board have more discussion on the beverage golf cart before anything began on this project.

3. The Board received the 90 Day Improvement Plan spreadsheet

Ms. Brandon reviewed the responses she received from management at Rizzetta regarding each item.

Ms. Cunningham expressed concern that Rizzetta did not offer additional details regarding their new system for accounts receivables and payables.

Mr. Loar agreed that he had expected to see a specific example of what they should be expecting to see with the implementation of the new system.

Mr. Boutin mentioned that he was pleased with the current changes that he has seen from District Management and Rizzetta.

#### **NINTH ORDER OF BUSINESS**

#### **Consideration of Minutes of the Board of Supervisors' Workshop Meeting held on February 24, 2021**

The Board was presented with the Minutes of the Board of Supervisors workshop meeting held on February 24, 2021.

On a motion from Mr. Loar, seconded by Ms. Cunningham, the Board approved the Minutes of the Board of Supervisors Workshop Meeting that was held on February 24th, 2021 for The Groves Community Development District.

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

#### **Consideration of Minutes of the Board of Supervisors' Meeting held on March 2, 2021**

The Board received the Minutes of the Board of Supervisors regular meeting that was held on March 2nd, 2021.

On a motion from Mr. Nearey, seconded by Ms. Cunningham, the Board approved the Minutes of the Board of Supervisors regular meeting that was held on March 2nd, 2021 for The Groves Community Development District.

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

#### **Consideration of Operations and Maintenance Expenditures for February 2021**

The Board received the Operation and Maintenance Expenditures for February 2021 in the amount of \$599,663.91.

On a motion from Mr. Loar, seconded by Mr. Nearey, the Board approved to ratify the paid invoices for the O&M Expenditures for February 2021 in the amount of \$599,663.91 for The Groves Community Development District.

**TWELFTH ORDER OF BUSINESS**

**Supervisor Requests**

During Supervisor Requests the Board discussed the following: Mr. Loar discussed wanting to meet with Mr. Scott Brizendine to discuss the possibility of reinvesting in CD's now that the District has completed larger projects.

He asked if the flagpole was being taken down and if the District had received alternatives to leasing the printer.

Ms. Cunningham discussed the back gate and requested that Ms. Brandon explore possible alternative options for the current arm that they have in place and if a solution is discovered to add it to the next agenda.

Ms. Cunningham asked that a up to date inventory of the restaurant be added into the renewal contract for the restaurant.

Ms. Cunningham asked for the Campus Suites page status.

**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 approved to adjourn the meeting at 12:49 p.m. for The Groves Community Development District.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman