

**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, October 5, 2021 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	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:

Gregory Cox	District Manager, Rizzetta & Co, Inc.
Jayna Cooper	District Manager, Rizzetta & Co, Inc.
Dana Collier	District Counsel, Straley, Robin & Vericker
Stephen Brletic	JMT
Beesan Mustafa	Clubhouse Manager
Gregg Gruhl	RASI
Nick Shaffery	HOA, Rizzetta & Co, Inc.
Frank Prete	Securiteam

Audience: **Present**

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

Mr. Greg Cox called the meeting to order and performed roll call, confirming that a quorum was present.

**SECOND ORDER OF BUSINESS** **Pledge of Allegiance**

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

Mr. Boutin opened with a presentation of information regarding the upcoming events planned for flu shots, COVID booster shots and a Vietnam Era Veterans event that the Leadership Group was working on.

**THIRD ORDER OF BUSINESS****Audience Comments**

The Board received audience comments regarding the need to replace a garbage can near the Clubhouse; the timing of the pool renovation project; consideration of gate codes for vendors; the fast work to have the new restaurant operator up and running; the need to have the rim ditch cleared out; the need for the marque to mention being careful for deer/wildlife; a request to have a pond bank maintained; recognition for a well-known resident who recently passed away; and consideration of combining HOA and CDD IT work such as firewall protection to save money.

**FOURTH ORDER OF BUSINESS****Discussion with Securiteam**

The Board received an update from Mr. Frank Prete, Vice President with Securiteam, regarding recent service issues at the guardhouse and steps Securiteam was taking to prevent recurrences.

Ms. Cunningham explained that she was expecting a requested proposal from Securiteam at the meeting and Mr. Prete presented a proposal for barrier arm controller upgrades.

On a motion from Mr. Boutin, seconded by Mr. Nearey, the Board unanimously approved to receive a barrier arm upgrade proposal from Securiteam, for The Groves CDD.

The Board discussed, with Mr. Prete, the issues with service and equipment and requested that Securiteam prepare a summary of all equipment issues currently existing and a proposal from Securiteam to fix them and to present that proposal at the next regular meeting in November.

The Board reviewed a proposal from Construction Management Services, LLC for renovations to the Guardhouse for \$8,360, which had been previously approved by the Chairman due to the critical need to make the renovations quickly.

On a motion from Mr. Loar, seconded by Mr. Nearey, the Board unanimously approved to ratify the Chairman's approval of the proposal from Construction Management Services, LLC for \$8,360 for gatehouse renovations, for The Groves CDD.

**FIFTH ORDER OF BUSINESS****Discussion Regarding Traffic Control**

The discussion regarding traffic control was postponed to the next regular meeting due to the non-availability of the vendor who was to make presentations of options.

Mr. Boutin requested that Ms. Collier perform research to advise the Board what legal limitations they have with regards to traffic enforcement, fines, suspensions, et cetera for traffic control related issues.

**SIXTH ORDER OF BUSINESS****Communication Committee Survey  
Presentation**

The Board received a presentation of the results of a survey conducted by the "Communications Committee" regarding the effectiveness of HOA and CDD communications and information received about them by the residents. The Board members expressed their appreciation to Ms. Donna Kraus for her work on the survey reflected in the CDD.

**SEVENTH ORDER OF BUSINESS****Consideration of Pool Resurfacing  
Proposals**

The Board reviewed proposals provided from several vendors for pool renovation work. Representatives from The Pool Doctor were present and responded to questions from the Board. The Board determined that the current meeting would need to be continued to a later date to allow more review and research into the pool renovation proposals.

The Board discussed the status of the financials with regards to the projects underway and determined that an update to the CDD Reserve Study was required.

On a motion from Mr. Allison, seconded by Mr. Nearey, the Board unanimously approved to authorize staff to proceed with having the CDD Reserve Study updated, for The Groves CDD.

**EIGHTH ORDER OF BUSINESS****Ratification of EGIS Renewal Proposal**

The Board reviewed the EGIS CDD insurance proposal for year 2021-2022 for a total of \$28,761, which had been previously approved by the Chairman due to the requirement to have it submitted.

On a motion from Mr. Loar, seconded by Mr. Allison, the Board unanimously approved to ratify the Chairman's approval of the 2021-2022 EGIS insurance policy proposal totaling \$28,761, for The Groves CDD.

**NINTH ORDER OF BUSINESS****Discussion of Kitchen Furniture in  
Storage Area**

The Board discussed the topic of a storage area near the kitchen and its potential use. The Board determined that this topic would need to be addressed at a future meeting. The Board also discussed the lack of hot water in the kitchen and requested that staff take steps to have hot water in the kitchen.

**TENTH ORDER OF BUSINESS****Discussion of HOA/CDD Facility  
Maintenance Agreement**

The Board reviewed the HOA/CDD Maintenance Facility lease agreement and requested that staff research to determine what the costs are for electricity and water being provided at CDD expense and to put this topic on the next regular meeting agenda.

**ELEVENTH ORDER OF BUSINESS****Discussion of Holiday Decorations**

The Board briefly discussed the holiday decorations for the upcoming holidays and requested volunteers to help decorate the Clubhouse.

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

Ms. Collier indicated that she had no additional District Counsel report for the Board.

**B. District Engineer**

The Board received a District Engineer update from Mr. Stephen Brletic.

He provided an update of the status of the upcoming renovation of the guardhouse, the sidewalk flooding issue near the front entrance, and the possibility of renovating the CDD irrigation system. He explained that he would move forward with having some survey work conducted on the sidewalk area to help devise the best solution to the repeated flooding. He and Mr. Cox explained that conversations with Ballenger Irrigation had been held to arrange for their representative come to a future meeting to discuss the process for doing a major irrigation renovation / replacement project.

The Board requested that staff work with Yellowstone to conduct proper wet check inspections of CDD current irrigation to ensure that irrigation in areas are properly working and per the design of the system.

**C. Aquatic Report – August Waterway and Canal Report**

The Board reviewed the aquatics maintenance report from Steadfast.

The Board requested staff work with Steadfast to have the canal area cleared and requested that District Engineer inspect to determine if the canal dams currently in place are appropriate to have or should be removed.

**D. Clubhouse Manager**

The Board received an Operations Manager update from Mr. Mustafa.

Mr. Mustafa presented the staff evaluation of the copier proposals as requested by the Board and recommended the Board approve the lease agreement with Toshiba.

On a motion from Ms. Cunningham, seconded by Mr. Allison, the Board unanimously approved to proceed with the proposed leasing agreement for a Toshiba copier, for The Groves CDD.

**E. District Manager**

The Board received a District Manager update from Mr. Cox. He reminded the Board that the next regular meeting was scheduled for November 9, 2021 at 6:30 p.m.

He also informed the Board that he would be preparing a budget amendment for the fiscal year based on the final results of the financials which should be completed towards the end of October.

The Board received an update from Mr. Nick Shaffery, with Rizzetta, regarding the status of the new vendor software being implemented.

**THIRTEENTH ORDER OF BUSINESS****Consideration of Minutes of the Board of Supervisors' Meeting held on September 7, 2021**

On a motion from Mr. Nearey, seconded by Mr. Loar, the Board unanimously approved the minutes of the Board of Supervisor's regular meeting held on September 7, 2021, for The Groves CDD.

**FOURTEENTH ORDER OF BUSINESS****Consideration of Operations and Maintenance Expenditures for August 2021**

The Board reviewed the Operations and Maintenance Expenditures Report for August 2021.

Mr. Allison requested staff to research the invoices for water hydrants and explain those to the Board.

The Board also requested staff to determine if the HVAC repair for \$160 should have been covered under warranty.

On a motion from Mr. Loar, seconded by Mr. Nearey, the Board approved to receive and file the August 2021 Operations and Maintenance Expense Report totaling \$162,379.95, for The Groves CDD.

**FIFTEENTH ORDER OF BUSINESS****Supervisor Requests**

During Supervisor Request agenda topic, Mr. Loar requested staff to see if the dirt being removed from around the guardhouse could be used elsewhere.

Mr. Loar also informed the Board that the HOA determined that they did not create "The Groves" rock display on the pond bank near the entrance and did not intend to maintain it, therefore, would not need an easement agreement. He noted that the HOA agreed to split the cost to remove it if the Board wished to.

Ms. Cunningham referred to an email she had prepared regarding the transition from Bayscapes in the restaurant and asked for the Board members to send any comments about it to Mr. Cox.

The Chairman additionally requested that Ms. Cunningham work with District Counsel to complete the close out of Bayscape and to respond to Back 9 Bistro requests for additional items for the restaurant including future renovations.

Mr. Boutin requested that staff look at possibly creating job order contracts with vendors for electrical, plumbing or similar work that could be used to simplify the vendor selection process for routine work.

**SIXTEENTH ORDER OF BUSINESS    Adjournment**

On a motion from Mr. Loar, seconded by Mr. Nearey, the Board unanimously approved to continue this meeting to Friday, October 15, 2021, at 9:00 a.m. at the clubhouse location, for The Groves CDD.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman