

**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, December 6, 2022, 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>
Jimmy Allison	<b>Board Supervisor, Assistant Secretary</b>
Christina Cunningham	<b>Board Supervisor, Assistant Secretary</b>
James Nearey	<b>Board Supervisor, Assistant Secretary</b>

Attending via Telephone Conference

Richard Loar	<b>Board Supervisor, Vice Chairman</b>
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Also present were:

Gregory Cox	<b>District Manager, Rizzetta &amp; Co, Inc.</b>
Dana Collier	<b>District Counsel, Straley, Robin &amp; Vericker</b>
Amy Wall	<b>Operations Manager</b>
Maura Lear	<b>Facilities Manager</b>
Stephen Brletic	<b>District Engineer, JMT</b>

Audience Members

**FIRST ORDER OF BUSINESS**

**Call to Order**

The meeting was opened by Mr. Cox at 10:00 a.m. and he verified that all five Board members were present with Mr. Loar being present by telephone conference call.

**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 on a variety of topics to include a request for the policy on the placement of memorial plaques for which the Board

concluded that a long-term policy is needed. The Chairman requested that Ms. Cunningham take the lead on the helping have a draft policy created for the District. During the discussion, all Board members concurred that the goal is for the requesting resident(s) to be responsible for any costs associated with memorial plaques or other items. This topic was requested to be on the next CDD agenda.

The Board also received audience comments regarding appreciation for the annual update received and the Board members' work for the community; concerns regarding how the Palm trees were trimmed with a hurricane cut that was too extreme.

Ms. Cunningham's concern regarding why the annuals being installed were having so much difficulty surviving; concerns regarding the recent kiln room smoke incident; and concerns regarding an email blast that was sent out via Mail Chimp email service which included a CDD newsletter.

#### FOURTH ORDER OF BUSINESS

#### Administer Oath of Office to Newly Elected Supervisors

Mr. Loar, Mr. Nearey and Mr. Allison were all administered the Oath of Office as they start their new 2022-2026 term of office for The Groves CDD Board of Supervisors.

#### FIFTH ORDER OF BUSINESS

#### Designating Officers of the District – Start of 2022-2024 Term

On a motion from Mr. Nearey, seconded by Mr. Allison, the Board members approved, with a 3-2 vote, with Mr. Loar and Ms. Cunningham voting no, to select Mr. Boutin as Chairman and Mr. Loar as Vice-Chairman, for The Groves CDD.

#### SIXTH ORDER OF BUSINESS

#### Consideration of Resolution 2023-02, Designation Officers of the District

On a motion from Mr. Loar, seconded by Mr. Nearey, the Board unanimously approved to adopt Resolution 2023-02, Designating Officers of the District, for The Groves CDD.

#### SEVENTH ORDER OF BUSINESS

#### Staff Reports

##### A. District Counsel

The Board received a District Counsel update from Ms. Collier. Ms. Collier provided an update of the status of the B9B Contract addendum and explained that it was not executed at this point by Ms. Tolley. Ms. Collier provided an explanation of the differences between Right of First Refusal and Right to Bid. The Board members discussed the topic and requested staff to set up a workshop to continue to discuss the topic at length and for staff to request that Ms. Tolley attend the workshop.



On a motion from Ms. Cunningham, seconded by Mr. Nearey, the Board members unanimously approved for staff to set up workshop meeting to discuss the Back 9 Bistro contract addendum and to request that the vendor be present, for The Groves CDD.

## **B. District Engineer**

### **1. Update on Floating Island**

The Board received a District Engineer update from Mr. Brletic. He presented proposal information that he had obtained from two service providers for the purpose of treating the "floating island" that is currently existing in the wetland adjacent to the community. After discussing the topic, the Board requested that Mr. Brletic work with the vendors to have them reduce the scope of work to address only the one small wetland area and to revise their proposal costs as a result.

Mr. Brletic next provided an update of the wooden bridge resurfacing proposals. He provided a matrix chart that showed a comparison of proposed costs from several vendors. He also presented the costs for the use of composite materials versus wood for the bridges.

The Board moved their conversation to the topic of using marine plywood runners along the top of the existing wooden cross beams for golf carts to ride on. The idea of using the plywood is to allow the Board to delay the start of renovating the bridges for a later time when additional funds could be accumulated for the expense of renovation. The Board requested staff to work with Mr. Allison and obtain proposals for the installation of the plywood runners on specific bridges.

The Board continued to discuss the bridge work with Mr. Glenn Douglass regarding the HOA's willingness to share the costs of the bridge work. Mr. Douglass' guidance to the Board was that once the CDD Board reached a decision on the project, they should send a proposal to the HOA requesting a cost share.

## **C. Aquatics Report - Steadfast**

The Board reviewed the November Waterway & Canal Report prepared by Steadfast. Ms. Cunningham noted that pond area 6G in the report requires additional maintenance.

## **D. Operations Manager**

The Board received a Clubhouse Manager Report from Ms. Wall. She provided the Board with an update of the on-going work on the rim ditches by Steadfast. Ms. Cunningham expressed her concerns regarding the lack of insurance coverage on the recently stolen Kubota and the failure of Rizzetta to properly manage the insurance policy asset list.

**E. District Manager**

16. The Board received a District Manager update from Mr. Cox. He reminded the Board that the next CDD Board meeting was scheduled for January 10, 2022 at 6:30 p.m.. Mr. Cox informed the Board of the financial status of the budget funds now and as of the end of the last fiscal year. Ms. Cunningham requested that Mr. Cox prepare information for the Board regarding the Reserve Study and the impact of spending funds from the reserves on the large projects currently in progress or projected to start.

**EIGHTH ORDER OF BUSINESS****Ratification of Chairman's Approval  
for Spa and Pool Heaters**

On a motion from Mr. Allison, seconded by Mr. Nearey, the Board approved with a 4-1 vote, with Ms. Cunningham voting no, to ratify the Chairman's approval to replace the spa and pool heaters at a cost of \$4,599 each, for The Groves CDD.

**NINTH ORDER OF BUSINESS****Discussion of CDD's Use of Email  
Blast**

The Board briefly discussed the topic of the CDD email blast that was sent out to the community via Mail Chimp. The Board was informed that the Mail Chimp account has since been shut down and that there is no intention to renew using it for a CDD email blast service.

**TENTH ORDER OF BUSINESS****Discussion of Full Time Maintenance  
Position**

On a motion from Mr. Allison, seconded by Mr. Nearey, the Board unanimously approved to accept the change of the Rizzetta maintenance position to full time, for The Groves CDD.

**ELEVENTH ORDER OF BUSINESS****Discussion of Gate Replacements**

The Board requested that the topic of consideration of gate replacements be tabled until the February 2023 meeting.

**TWELFTH ORDER OF BUSINESS****Discussion of Security Survey  
Results**

The Board received an update of the security service survey from Mr. Allison. He informed the Board that there were 400 responses and that the results were overwhelming in support of maintaining the status quo in how the security services are currently provided between ESS and Securiteam.



**THIRTEENTH ORDER OF BUSINESS**

**Consideration of Minutes of the  
Board of Supervisors' Meeting held  
on November 1, 2022**

The Board reviewed and made various amendments to the minutes of the November 1, 2022 Board of Supervisors CDD meeting.

On a motion from Mr. Nearey, seconded by Ms. Cunningham, the Board unanimously approved the minutes of the November 1, 2022 CDD Board of Supervisors' meeting, for The Groves CDD.

**FOURTEENTH ORDER OF BUSINESS**

**Consideration of Operations and  
Maintenance Expenditures for  
September 2022**

The Board members reviewed the Operations and Maintenance Reports for September and October 2022. Ms. Cunningham requested clarification regarding the Screen Cloud and Survey Monkey invoice; whether the Amazon invoice billing address was changed as requested; and information about the incident listed on the waste management invoice. Mr. Allison requested information regarding the Pro Pumps proposal and a July 13th inspection that listed issues with pumps.

On a motion from Mr. Allison, seconded by Mr. Nearey, the Board members unanimously approved to accept and file the September and October 2022 Operations and Maintenance Reports, for The Groves CDD.

**FIFTEENTH ORDER OF BUSINESS**

**Supervisor Requests**

During Supervisor Requests, Ms. Cunningham requested that the Board consider the re-use of the craft room before it is repaired from the recent smoke incident.

Mr. Boutin provided thanks to the Social Club for setting up the lobby recently. He also asked if in the O&M Report, extra non-essential pages can be removed from the invoices.

**SIXTEENTH ORDER OF BUSINESS**

**Adjournment**

On a motion from Mr. Nearey, seconded by Mr. Allison, the Board unanimously approved to adjourn the meeting at 1:00 p.m. for The Groves CDD.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman