

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 10, 2023, at 6:30 p.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
Jimmy Allison	Board Supervisor, Assistant Secretary
Richard Loar	Board Supervisor, Vice Chairman
James Nearey	Board Supervisor, Assistant Secretary

Attending via Telephone Conference

Christina Cunningham	Board Supervisor, Assistant Secretary
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Also present were:

Gregory Cox	District Manager, Rizzetta & Co, Inc.
Vivek Babbar	District Counsel, Straley, Robin & Vericker
Amy Wall	Operations Manager
Maura Lear	Facilities Manager
Stephen Brletic	District Engineer, JMT
Simone Tolley	B9B
Chris Beck	Securiteam

Audience Members

FIRST ORDER OF BUSINESS

Call to Order

Mr. Cox called the meeting to order at 6:30 p.m. and the roll call confirmed that all Board members were present with Ms. Cunningham 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**

There was one audience member comment that was a request to create a rule that no one is allowed to swim alone at night.

Mr. Chris Beck, with Securiteam, provided information regarding the recent change in the software used by residents to create access authorization for their guests and vendors at the entrance gates. His presentation was followed by several questions and comments from the audience.

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

Mr. Vivek Babbar was present to replace Ms. Dana Collier, representing District Counsel. He explained that Ms. Collier had departed the law firm to move to a position with the City of Tampa. The initial topic of discussion was the status of the lease contract addendum with Back 9 Bistro. There was a discussion of the difference between the contract clause Right of First Refusal versus Right to First Bid as it appears in the addendum. Several comments from the audience and from the staff of Back 9 Bistro were received by the Board.

A motion from Ms. Cunningham, seconded by Mr. Loar, to remove the clause from the addendum failed with a 2-3 vote with Mr. Allison, Mr. Boutin, and Mr. Nearey voting no, for The Groves CDD.

On a motion from Mr. Allison, seconded by Mr. Nearey, the Board approved with a 3-2 vote, with Ms. Cunningham and Mr. Loar voting no, to convert the First Right to Bid clause to the First Right of Refusal in the lease agreement addendum, for The Groves CDD.

B. District Engineer

The Board received a District Engineer update from Mr. Stephen Brletic. He explained the details of a proposal from Quest Ecology to serve as an Environmental Consultant for the District and to prepare a Scope of Work for the maintenance of the wetland and the floating island in the wetland behind homes in the District. He explained that the first two items in the proposal totaled \$4,100.

On a motion from Mr. Allison, seconded by Mr. Loar, the Board unanimously approved to proceed with the proposal from Quest Ecology items 1 and 2 only for \$4,100, for the purpose of developing a wetland maintenance Scope of Work, for The Groves CDD.

Mr. Brletic explained that he and Robert Dvorack of JMT had departed from JMT and formed a new engineering firm named Brletic Dvorack, Inc. He explained that JMT was in full support of having the District Engineering agreement with The Groves CDD assigned to Brletic Dvorack as JMT was moving away from this type of work.

The Board discussed how it would be necessary to review the rates currently in the JMT agreement to determine if any adjustments would be requested as part of the assignment. Mr. Brletic explained that the current JMT rates are set to expire on July 1, 2023 and that would be the best opportunity to discuss changes, if necessary, in rates.

On a motion from Mr. Allison, seconded by Mr. Loar, the Board unanimously approved to have the JMT District Engineer services agreement assigned to Brletic Dvorack, Inc., for The Groves CDD.

C. Aquatics Report - Steadfast

The Board reviewed the Waterway and Canal Reports provided by Steadfast. Mr. Boutin requested that staff communicate with Steadfast the need for further improvement to the condition of Site # 20.

The Board considered a proposal from The Lake Doctors to increase their quarterly fee by \$20 from \$350 to \$370.

On a motion from Mr. Allison, seconded by Mr. Nearey, the Board unanimously approved authorizing the proposed Lake Doctor quarterly fountain cleaning rate increase of \$20, for The Groves CDD.

Mr. Boutin requested that staff communicate with The Lake Doctors to determine if there is a better way to protect the fountains from the muck in the ponds that clog the fountains.

D. District Manager

Mr. Cox provided a District Manager report and reviewed the September 2022 financials for the Board. He also presented the project update to the Board.

Mr. Cox explained that there was a misunderstanding between staff and FDC Access Control Solutions with regard to the previous ADA door operator proposal for \$5,087.43 that was approved by the Board. Mr. Cox explained that the proposal was only for two door operators when four were required since each restroom has two entrance doors. He explained that a separate proposal for \$4,365.24 was received for the second set of door operators. The Board discussed the history of the requirement and the need for the system to work.

On a motion from Mr. Loar, seconded by Mr. Allison, the Board unanimously approved the \$4,365.24 proposal from FDC Access Control Solutions for ADA door operators, for The Groves CDD.

Mr. Cox informed the Board that Ms. Wall had researched and found two viable replacements for the stolen maintenance cart. He noted that a 2019 Cushman for \$7,000 and a 2019 Yamaha for \$8,300 were located. Mr. Cox

explained that the District's insurance company will be funding \$5,000 towards the loss. Ms. Wall explained that the Yamaha was preferred due to its condition and that it was better for towing the maintenance trailer.

On motion from Mr. Loar, seconded by Mr. Allison, the Board unanimously approved the purchase of the 2019 Yamaha for \$8,300, for The Groves CDD.

Ms. Cunningham requested that she be provided with a current copy of the District's insurance policy with EGIS.

The Board also requested that staff seek a proposal for better lighting for the RV park as a deterrence against further incidents.

E. Operations Manager

The Board reviewed the Clubhouse Manager report provided by Ms. Wall. A discussion was held regarding the status of the Automatic External Defibrillator (AED) equipment in the clubhouse and the recent emergency medical situation involving a resident. The result of the discussion was that the Board directed staff to initiate action to have Cardiopulmonary Resuscitation (CPR) training coupled with AED equipment use training established as soon as possible with the plan that the costs of the training would be shared by the CDD and the HOA. The training would be for interested residents and staff.

FIFTH ORDER OF BUSINESS

Consideration of Night Swimming Lighting Proposal

Mr. Cox provided the Board with the status of the Night Swimming Certification for using the pool. He noted that one proposal for installing the lighting was in hand and that the cost was quoted for \$23,637.20. Mr. Cox explained that a second quote will be made available but requested direction from the Board if proceeding with the certification for night swimming was still the Board's desire. The Board requested staff get more information regarding the permitting process and timeline for this type of work.

SIXTH ORDER OF BUSINESS

Review of Bridge Report and Recommendations

The Board reviewed a bridge report provided by Mr. Allison regarding the options for different types of temporary and long-term solutions. Mr. Allison presented options that included plywood runners on top of the current boards as well as total replacement of the boards with wood or synthetic wood boards. Mr. Allison also provided the Board with funding options which included the issuance of different amounts of bonds. There was discussion regarding the reserve balances, the estimated costs of the repairs, the pros and cons of issuing a bond versus funding from the reserves. The discussion concluded with the guidance to staff to look for a date in the 3rd or 4th week in February for a workshop to discuss the bridge work.

SEVENTH ORDER OF BUSINESS**Discussion of Memorial Plaques
Placement Policies**

Ms. Cunningham provided an update on the progress of the Memorial Plaques Placement policy development. She reminded the Board of the previous direction that the person requesting the memorial would pay the full cost of the item and its maintenance. She also explained that she felt the suggestion to put multiple plaques on benches was not a good solution since it would make the bench unusable to comfortably sit on. She also discussed an option of putting a covered plaque holder on the observation pier. Ms. Cunningham indicated that she had a report that describes her ideas on this subject and would forward the report to Mr. Cox for dissemination to the rest of the Board. The topic was tabled until the next CDD meeting.

EIGHTH ORDER OF BUSINESS**Discussion of Kiln Operations in
Craft Room**

Mr. Cox explained the status of the kiln room following the recent incident. He noted that as of now, it appears that the only requirement for the room is for a ventilation system to be installed and that he had a quote from the District's HVAC vendor to do that for \$1,800 with the caveat that if they must vent through the roof versus the soffit, it might cost more. Ms. Cunningham requested staff to inquire if the District's insurance rates would be reduced if the kiln operation were stopped.

On a motion from Mr. Boutin, seconded by Mr. Allison, the Board approved, with 4-1 vote, with Ms. Cunningham voting no, to authorize a not-to-exceed amount of \$2,200 for the installation of a ventilation fan in the kiln room of the clubhouse, for The Groves CDD.

NINTH ORDER OF BUSINESS**Discussion of Electric Repairs at
Front Entrance**

The Board discussed the issues recently experienced with the electrical power sources at the entrances for the holiday decorations. Directions were given to staff to obtain an estimate for upgrades to the power sources at the entrances for holiday decorations plus power sources at the entrance gates for the potential forthcoming new gate systems.

TENTH ORDER OF BUSINESS**Establishment of Audit Committee**

Mr. Cox explained that there is a need for the selection of an auditor for the District due to the previous contract expiration and that it requires a Request for Proposals process. He recommended that the Board repeat the previous action of creating an Audit Committee to review the proposals and make the selection recommendation and that the Board name the CDD Board as that committee.

On a motion from Mr. Allison, seconded by Mr. Nearey, the Board unanimously approved to appoint the CDD Board members as the Audit Committee, for The Groves CDD.

ELEVENTH ORDER OF BUSINESS

**Consideration of Minutes of the
Board of Supervisors' Meeting held
on December 6, 2022**

The Board members reviewed the minutes of the December 6, 2022 CDD Meeting. Mr. Loar requested that staff comply with the request for information from the Board members that was included in item #14 in the minutes.

On a motion from Mr. Loar, seconded by Mr. Allison, the Board unanimously approved the minutes of the December 6, 2022 Board of Supervisors meeting, for The Groves CDD.

TWELFTH ORDER OF BUSINESS

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

The Board reviewed the November 2022 Operations and Maintenance Expenditures Report. Ms. Cunningham requested a review and explanation of a paid invoice from All Temp Air Conditioning for \$312.59 for work completed on equipment in the restaurant.

On a motion from Mr. Loar, seconded by Mr. Allison, the Board unanimously approved to receive and file the November 2022 Operation and Maintenance Report, for The Groves CDD.

THIRTEENTH ORDER OF BUSINESS

Supervisor Requests

During the Supervisor Request agenda item, Mr. Loar offered to contact Sirius FM to determine if they could provide commercial music service to the clubhouse.

Mr. Boutin indicated he had learned that the County had somewhere in the amount of 120 permits for the District for which the District apparently did not have copies. Mr. Boutin requested staff to work to obtain copies of these permits.

Mr. Boutin indicated that he would send out an update for the CDD newsletter article responsibilities.

FOURTEENTH ORDER OF BUSINESS

Adjournment

On a motion from Mr. Loar, seconded by Mr. Nearey, the Board unanimously approved to adjourn the meeting at 9:50 p.m., for The Groves CDD.

Secretary/Assistant Secretary



Chairman/Vice Chairman