
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, March 7, 2023, 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
James Nearey	Board Supervisor, Assistant Secretary
Christina Cunningham	Board Supervisor, Assistant Secretary
Jimmy Allison	Board Supervisor, Assistant Secretary

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, BDI Engineers
Scott Brizendine	Vice President of Operations

Audience Members

FIRST ORDER OF BUSINESS

Call to Order

Mr. Cox opened the meeting at 10:00 a.m. and conducted a roll call. He confirmed that all CDD Board members were present and that there was a quorum present.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

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

Mr. Boutin presented a Certificate of Appreciation to Ms. Linda Smith for her recent volunteer work for the Community.

Mr. Boutin made open comments regarding the need for more civility at the CDD meetings by all present.

THIRD ORDER OF BUSINESS**Audience Comments**

The Board received audience comments regarding the back entrance gate not operating properly and Ms. Wall explained that the necessary repairs were being scheduled.

The Board received additional comments from the audience regarding the few numbers of people desiring to swim at night versus the expense; comments regarding how the community is "going downhill"; the letter announcing the departure of Rizzetta and Company; complaints regarding poor shrubs and leaves maintenance by Yellowstone; complaint regarding the non-use of reserves to fix things; the need for a timer on the spa; the need for more pool furniture; request for wetland floating island maintenance update.

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

Mr. Babbar, District Counsel, did not have an update for the Board, but did briefly address the process for the solicitation of companies to provide District Services, etc. resulting from the departure of Rizzetta and Company.

B. District Engineer

Mr. Brletic provided a District Engineer update to the Board. He explained that he had walked the wetland areas with the Golf Course representatives to see the areas they had requested authorization to trim back. He recommended that he and Mr. Babbar work together to create an authorization letter / agreement that would provide authorization on a long term basis, but would have the HOA/Golf Course be responsible for violations, should they occur, to include fines from SWFWMD and/or requirements to mitigate the areas to recover damaged wetlands. Mr. Boutin explained that he had recently been able to receive copies of documents that show the wetland boundaries.

C. Aquatics Report - Steadfast

The Board reviewed the Steadfast February waterway and canal report. Mr. Boutin explained that Steadfast will be returning to apply treatments to algae in some areas.

D. Operations Manager

The Board received a Clubhouse Manager's Report from Ms. Wall. Mr. Boutin asked staff to seek an arborist's inspection of several dead trees at the front entrance. Mr. Nearey requested an update on the flooring repair in the restaurant. Ms. Cunningham requested the status of Yellowstone's plan to perform area cleanups as mentioned earlier in the meeting. She also noted that annuals continue to die due to irrigation issues and Ms. Wall provided an update on that issue.

E. District Manager

The Board received a District Manager's report from Mr. Cox. He noted that the next CDD meeting was scheduled for April 4, 2023 at 10:00 a.m. He also provided an update of the District financials as of the end of January. Mr. Cox also presented the Board with the latest project summary update for their review.

FIFTH ORDER OF BUSINESS**Consideration of Night Swimming Lighting Proposals**

The Board discussed the proposals provided to upgrade the lighting at the pool to meet certification requirements for night swimming. The Board discussed the option of using the existing light poles with different / stronger bulbs and tasked staff to inquire with the vendors if they would be able to quote using both old and new poles.

SIXTH ORDER OF BUSINESS**Consideration of Proposals for Electrical Repairs at Front Entrance**

The Board considered the Mr. Electric proposal for the repairs of the GFIs at the front entrance for \$2,538.56.

On a motion from Mr. Allison, seconded by Mr. Nearey, the Board unanimously approved the Mr. Electric proposal for \$2,528.56, for GFI repair work at the front entrance, for The Groves CDD.

SEVENTH ORDER OF BUSINESS**Consideration of RV Park Lighting Proposal**

The Board considered a proposal from Mr. Electric for the installation of lighting at the RV Park for \$8,962.96. The Board discussed the need at the same time for security cameras to add to or replace what is currently there.

On a motion from Mr. Allison, seconded by Mr. Nearey, the Board unanimously approved the proposal from Mr. Electric, for \$8,962.96, for the RV park lighting installation, for The Groves CDD.

EIGHTH ORDER OF BUSINESS**Ratification of Chairmans Approval for Erosion Repair Proposal**

The Board members were requested to ratify the Chairman's approval of two erosion repair proposals from Site Masters. The Chairman had approved one for the repair at hole #10 for \$1,800 and one at The Groves pond bank signage for \$6,200. Mr. Loar noted that the pond bank signage repair included a note that it could be as much as \$8,000 if limestone rip-rap was needed to reconstruct.

On a motion from Mr. Loar, seconded by Mr. Allison, the Board unanimously agreed to ratify the Chairman's approval of two erosion repair proposals from Site Master's, one for \$1,800 and one not-to-exceed \$8,000, for The Groves CDD.

NINTH ORDER OF BUSINESS

Ratification of Chairmans Approval of Pro Pump Proposal

The Board was requested to ratify the Chairman's approval of a PropPumps proposal, for \$2,095.56 for the replacement of failing fuse blocks and fuses for the motors and VFD on the irrigation pump. The cost of this repair will be shared three ways with the HOA and Golf Course.

On a motion Mr. Loar, seconded by Mr. Nearey, the Board unanimously approved to ratify the Chairman's approval of the ProPumps proposal for \$2,095.56, for The Groves CDD.

Ms. Cunningham requested that updates of any meetings held between the Chairman and the leadership of the HOA be added the CDD agendas in the future.

TENTH ORDER OF BUSINESS

Consideration of Proposals for Restaurant Chiller

The Board considered various options and pricing of beverage chillers for the restaurant as a replacement for the current one since it is currently inoperable. Mr. Babbar explained that the concession agreement clarifies that the repair or replacement of this equipment is the responsibility of the restaurant operator. No action was taken on this issue except direction to staff to inform B9B that it is their responsibility to repair or replace the item per the lease agreement.

ELEVENTH ORDER OF BUSINESS

Consideration of 3rd Year Renewal of Yellowstone Landscape Maintenance Agreement

The Board considered the renewal option for the final year of the Yellowstone landscape contract. Mr. Loar noted that there are some administrative changes to make such as the names of points of contact. Mr. Cox explained that renewing the agreement for the third year is an administrative requirement and if the Board has any concerns regarding their performance, the 30-day notice to terminate the contract is still there.

On a motion from Mr. Allison, seconded by Mr. Nearey, the Board unanimously approved to renew the Yellowstone landscape and irrigation maintenance agreement for the third and final year, for The Groves CDD.

TWELFTH ORDER OF BUSINESS**Consideration of Authorization for
Not-To-Exceed \$7,000 for Pool
Furniture Replacement**

Mr. Cox explained that there have been a number of requests for additional / new pool furniture and that there is still slightly more than \$7,000 in the CDD budget for this. He requested that the Board authorize staff to use a not-to-exceed amount of \$7,000 to acquire new pool furniture, tables, and umbrellas, as needed.

On a motion from Mr. Nearey, seconded by Mr. Allison, the Board unanimously approved a not-to-exceed amount of \$7,000 for staff to acquire pool furniture, for The Groves CDD.

THIRTEENTH ORDER OF BUSINESS**Discussion of Major Project Funding**

Mr. Cox explained that with the growing number of major projects currently under consideration by the Board, guidance is needed from the Board as to how to plan for funding. He noted that the option to issue a new bond is available and Mr. Brizendine offered that a capital improvement bank loan is also available if desired. The Board recognized that the other option is to use the current reserve funds. The Board discussed the various projects and their projected costs and concerns. Mr. Loar suggested that the Board proceed with planning to use reserve funds for the bridge repair project. Mr. Allison added that the \$1.8 million in the reserves would be adequate to fund the bridge work and the pool renovation, leaving the irrigation project as the major unknown. The Board concluded the discussion by noting that they need to move forward with the bridge repair work and close the conservation walkway.

FOURTEENTH ORDER OF BUSINESS**Discussion of Policy Regarding CDD
Board Members Relationship to Staff**

Mr. Allison presented a proposed policy regarding the relationship between the Supervisors and the CDD Staff, for the Board to consider approving. The Board members discussed and amended the proposed policy before approving.

31. On a motion from Mr. Allison, seconded by Mr. Nearey, the Board approved the amended CDD Board Members Relationship to Staff proposal, with a 3 to 2 vote, with Mr. Loar and Ms. Cunningham, voting no, for The Groves CDD.

FIFTEENTH ORDER OF BUSINESS**Discussion of Rizzetta Services
Termination Notice**

Mr. Boutin presented a letter received from Mr. Bill Rizzetta, with Rizzetta and Company, that notified the CDD Board of the intention to provide notice of contract termination of all the Rizzetta services contracts with The Groves CDD, to include District Management and Amenity Services, effective at the end of the 60 day termination notice requirement in the agreement. Mr. Babbar explained the Request for Proposals (RFP) process for seeking out new service providers and identifying a Board member to serve as

the primary point of contact for potential providers during the RFP process. The Board members discussed the notice and the selection process and requested that Mr. Babbar assist with shortening the RFP timing process as much as possible.

SIXTEENTH ORDER OF BUSINESS**Discussion of Workshop Results**

The Board discussed the recent workshop discussions regarding the re-starting of the pool and spa renovation RFP process and considered a proposal from Martin Aquatic Design for \$12,705 for the assistance with reconstructing the RFP package and overseeing the bidding process.

On a motion from Mr. Loar, seconded by Mr. Nearey, the Board unanimously approved to proceed with the RFP for the pool and spa renovation and to approve the proposal from Martin Aquatic Design for \$12,705, for The Groves CDD.

The Board discussed the recent workshop discussions regarding the request for proposals (RFP) process for bridges repair and considered a proposal from BDI Engineers, Inc. (Mr. Brletic) for construction engineer bridge assessment services for \$10,900.

On a motion from Mr. Nearey, seconded by Mr. Allison, the Board members unanimously approved to proceed with the RFP process for bridges repair services, without the conservation bridge, and approved the BDI Engineers, Inc. proposal for construction engineer bridge assessment services, for \$10,900, for The Groves CDD.

The Board discussed the recent workshop discussions regarding the restaurant services provided by Back 9 Bistro (B9B). Mr. Nearey discussed the non-compliance with Board required repair to the flooring by B9B. Ms. Cunningham discussed her concerns regarding the numerous Health Department violations regarding the restaurant operations, flooring, and other areas. Mr. Nearey suggested that each Board Member submit to the District Manager a listing of all the complaints they have received from residents regarding B9B services. Ms. Cunningham discussed the need for an Improvement Plan for B9B versus placing them in a suggested probationary status by the Board. Mr. Nearey suggested that Board members send their respective issues to the District Manager and that they then be presented to Ms. Tolley and the importance of getting the flooring repaired immediately. Ms. Cunningham and Mr. Babbar discussed the issue of contract default issues versus contract termination options. Ms. Cunningham further discussed the issue of the Health Department visits and how unusual it was for them to visit so often. The Board continued discussion of working with Ms. Tolley versus termination. The Board discussed the 30-notice given to repair the flooring. Ms. Cunningham recommended initiating the RFP process for new providers during the time the Board was seeking improvements. Mr. Loar recommended initiating an improvement plan and at the same time, a Request for Proposals (RFP) process for restaurant services could be initiated simultaneously. He also discussed the possibility of having the service changed to a more limited menu.

On a motion from Ms. Cunningham, seconded by Mr. Loar, the Board unanimously approved to have District Counsel provide Back 9 Bistro with a 15-day Notice to Comply requirement to have the flooring in the restaurant repaired, for The Groves CDD.

Ms. Cunningham discussed that the Board needed to initiate the Request for Proposals for the restaurant services and added that B9B could participate in the process. Mr. Boutin suggested that the scope of services in the restaurant services RFP clarify what type of restaurant services are being requested by the Board.

On a motion from Ms. Cunningham, seconded by Mr. Loar, the Board unanimously approved having District Counsel initiate the Request for Proposals (RFP) for restaurant services, for The Groves CDD.

Ms. Cunningham discussed the Health Department inspections and the results of those inspections and suggested that efforts be made to obtain those reports.

SEVENTEENTH ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Meeting held on February 7, 2023

The Board reviewed the minutes of the Board of Supervisors regular meeting held on February 7, 2023. The Board made one amendment and Mr. Loar requested a status of the fountain pump clogging issue. Mr. Loar questioned the status of the alarms working or not and the status of the 120 permits on file with the County that was previously noted. Mr. Brletic will work to obtain the complete listing from the County. Ms. Cunningham questioned the status of the split air conditioning repair and whether or not it was actually under warranty. Mr. Loar questioned if the new pool service was starting the next day.

On a motion from Mr. Loar, seconded by Mr. Nearey, the Board unanimously approved the minutes of the Board of Supervisors regular meeting held on February 7, 2023, as amended, for The Groves CDD.

EIGHTEENTH ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Workshop Meeting held on February 21, 2023

On a motion from Mr. Loar, seconded by Mr. Allison, the Board unanimously approved the minutes of the workshop held on February 21, 2023, for The Groves CDD.

NINETEENTH ORDER OF BUSINESS**Consideration of Operations and
Maintenance Expenditures for
December 2022**

The Board reviewed the Operation and Maintenance Expense Report for January 2023, totaling \$110, 374.81.

Ms. Cunningham asked why the JMT invoice was dated June. Mr. Brletic explained that this was a re-submission of the invoices. Mr. noted that the A Total Solutions invoice of December noted that a follow-up was needed, and Ms. Wall indicated it had been done. Ms. Cunningham questioned if A Total Solutions is the service that initiates fire alarms when detected. Mr. Loar questioned if the Clubhouse has smoke alarms.

On a motion from Ms. Cunningham, seconded by Mr. Loar, the Board unanimously approved to accept and file the Operation and Maintenance Expenditures Report for January 2023, for The Groves CDD.

TWENTIETH ORDER OF BUSINESS**Supervisor Requests**

During Supervisor Requests, Mr. Loar explained that he had been discussing with Mr. Brizendine the possibility of investing excess reserve funds and other available assessment funds.

During Supervisor Requests, Ms. Cunningham requested the status of the HOA request for Trespassing Authorization form updates. Mr. Cox explained that the forms had not been updated at this point.

During Supervisor Requests, Mr. Boutin noted that the calendar noted that the Pasco County Veterans Services office was planning to visit The Groves, but have indicated that they cannot make that date and a new date has not been established

TWENTY-FIRST ORDER OF BUSINESS**Adjournment**

On a motion from Ms. Cunningham, seconded by Mr. Loar, the Board members unanimously approved to adjourn the meeting at 12:50 p.m., for The Groves CDD.


Secretary/Assistant Secretary
Chairman/Vice Chairman