

**MINUTES OF MEETING  
THE GROVES  
COMMUNITY DEVELOPMENT DISTRICT**

The meeting of the Board of Supervisors of The Groves Community Development District was held on Tuesday, October 3, 2023 at 10:00 a.m. at The Groves Civic Center, 7924 Melogold Circle, Land O' Lakes, Florida.

Present and constituting a quorum were:

Bill Boutin	Chairman
Richard Loar	Vice Chairman
Jimmy Allison	Assistant Secretary
Christina Cunningham	Assistant Secretary
James Nearey	Assistant Secretary

Also present were:

Jayna Cooper	District Manager
Vivek Babbar	District Counsel
Stephen Brletic	District Engineer
Wendi McAnn	Clubhouse Manager
Brenden Crawford	Field Supervisor
Lisa Castoria	Inframark
Audience Members	

*The following is a summary of the discussions and actions taken at the meeting.*

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Cooper called the meeting to order and called the roll.

**SECOND ORDER OF BUSINESS**

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**THIRD ORDER OF BUSINESS**

**Audience Comments**

Public comments were received regarding the following:

- The beautification project volunteers established in 2018 to assist management with areas needing improvement. They are not a committee, but a group of volunteers. He submitted an introductory cover letter to the Board.
- Landscaping concerns and Yellowstone following up on their contract. Also, the Board's consideration to work with the HOA on landscaping contracts to take care of the entire community. There have been some improvements.
- The wetlands study and a request for quarterly herbicide treatments.

- There was a request for a six-shelf bookcase and a two-shelf bookcase for the library.

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

Mr. Babbar reported the following:

- He provided an update on the Dynamic Security claim negotiations. Their settlement offer is for the District to pay \$1,500.

On MOTION by Mr. Allison seconded by Mr. Nearey with all in favor the Dynamic Security settlement of \$1,500 was approved.

- Mr. Babbar will prepare a settlement agreement and resolution accepting the settlement.
- He provided an update on the liquor license as well as the documentation protocol for community events. He expects to have it in final form for discussion at the November meeting.
- The insurance carrier was provided with the information on the bingo injury incident, so they are aware of it in case something comes up. He does not believe the District will be pursued.

**B. District Engineer**

Mr. Brletic reported the following:

- He provided an update on the bridge project, including staging areas, work times, and a timeline. The Board directed Ms. McAnn to send an email blast with the timeline information. Mr. Allison will provide the content.
- He provided an update on the pool resurfacing. He will schedule a pre-construction meeting and call Pook Works for a status update. He will email Ms. Cooper with their response.
- He completed the ownership map and sent it to the Board. To make it a landscaping map, he suggested a meeting with the HOA to determine the details of the HOA and CDD maintenance areas. Ms. Cooper will coordinate a meeting with Yellowstone and send the markups to Mr. Brletic.
- He provided an update on Jaffa Road. During the restoration done the week of September 18, 2023, it was determined there is an issue with both 40-inch pipes. If they are not fixed, the same issue will reoccur. Two 40-inch pipes are difficult to

repair, especially because they are submerged. It requires a lot of excavation. Also, the sub-contractor for the paving company which came out to try to repair the road does not agree with what Mr. Brletic is directing them to do. The proposal they gave is also very expensive, almost \$50,000, and he does not agree with them. They need to find a company that is well equipped and more cost effective. He hopes to have proposals within the next few days. Once the work is done, they can use the same paving contractor to restore the road.

- Ms. Cooper brought up the Shenandoah proposal Mr. Boutin signed off on for the plug set, rental and removal, repairs for \$12,337.50. Mr. Brletic noted the proposal was from when they thought they could move forward with the original contractor for the pipe work. He thinks they should hold off on it until they get to the next step of getting another contractor. He will also work on finding a better price.

### **C. Aquatics Report**

#### **1. August Waterway Inspection Report – Steadfast**

The Board reviewed the aquatics report, and the following was discussed:

- Mr. Loar noted nine areas were not included in the report. They need to provide a complete report.
- Pond 6G needs to be aggressively treated for the grasses.
- Ms. Cunningham noticed the comments and pictures in the report seem very similar to previous months.
- The weeds on the south side of Pond 1 are getting terrible. There was Board consensus to have Steadfast spray them and get rid of them.
- It was requested the report include the date of the treatment and when the next inspection will be.
- They have quarterly maintenance on the rim ditches, but the results do not show. They should provide the dates of when they maintain the rim ditches. These are items 19, 20 and 21 in the report.

### **D. Clubhouse Manager**

#### **1. Clubhouse Manager's Report**

The following was discussed:

- Ms. Cooper noted there is no report this month because Ms. McAnn officially came on board last Thursday.

- Ms. McAnn reported they can access the key fobs and bar code system. She is still trying to access the passwords to be able to add to the security entrance. They are working on it today.
- Ms. Cunningham asked if there are any items that pop out or that she does not understand. Ms. McAnn responded it is too soon for her to report on that; however, she is making lists.
- Ms. McAnn stated her motto is attention to detail and walking the property to listen to residents needs, making a priority list and discussing it with the Board.

#### **E. District Manager**

##### **1. Discussion Regarding Outstanding Proposal Requests**

Ms. Cooper reviewed the following:

- The security camera system for the RV lot. She asked if there was Board consensus to get several proposals. Mr. Loar noted if they are going to do the RV lot, they should also do the shed area where the golf carts are stored. Nico advised inexpensive systems can be purchased on Amazon and there is Wi-Fi available at the cart barn. The Board requested staff schedule a meeting with Nico to discuss further.
- A new speaker/audio system for the meeting room. There was a proposal on the agenda last month. She asked the Board for direction. The Board directed staff to gather quotes for clip on microphones, the drop down sound, speakers in each direction and an improved call-in system.

##### **2. Discussion Regarding Staffing**

Ms. Cooper provided an update on staffing.

- A candidate for the Assistant Clubhouse Manager position accepted the position yesterday. His name is Mr. Clint Robinson, and his start date will be October 16, 2023.
- She formally introduced Ms. McAnn and Mr. Crawford to the Board. Mr. Crawford will work with Ms. McAnn during the transition.
- She requested authorization from the Board to hold off on hiring someone for the additional 29-hour position until it is determined where the needs for those hours are. The Board agreed. Discussion of changing it to a full-time position is on hold for now.

- Mr. Boutin requested changing the Inframark contract from 13 meetings to 14 meetings. Ms. Cooper confirmed Inframark has no objection to that change.

The following was also discussed:

- Mr. Loar requested Ms. Cooper contact the previous District Manager for more information regarding replacing or upgrading the gates.
- Mr. Loar discussed emergency access to the golf course. The Fire Department recommends installing an emergency access gate near holes three and four. Staff will follow up with Nico and Tom.
- Tom reported the yard waste in the back area can be cleaned up for \$1,500 to \$2,000. It would be a shared cost with the HOA. Mr. Loar suggested putting a dumpster there. The Board requested staff draft a policy regarding use of the dumping area.
- The arbitrage rebate report was received yesterday from LLS Tax Solutions. The report indicates there is no rebate requirement liability as of August 31, 2023.

On MOTION by Mr. Loar seconded by Ms. Cunningham with all in favor the arbitrage rebate report was accepted.
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- Ms. Cooper also received an engagement letter from LLS Tax Solutions to provide arbitrage rebate services for the next three years, at \$600 per year.

On MOTION by Ms. Cunningham seconded by Mr. Nearey with all in favor the engagement letter with LLS Tax Solutions to provide arbitrage rebate services for the next three years, at a cost of \$600 per year, was approved.
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- Ms. Cooper provided a proposal from Complete IT for Supervisors' emails at a cost of \$99 per month, with a one-time migration and set up fee of \$450. There would be no change in the email addresses. They are comfortable working with Rizzetta to have the emails transferred. Discussion ensued with several questions.

On MOTION by Ms. Cunningham seconded by Mr. Loar with Ms. Cunningham, Mr. Loar, Mr. Boutin and Mr. Nearey voting aye and Mr. Allison voting nay, the proposal from Complete IT for Supervisors' emails was approved contingent upon answers to the Board's questions. 4-1
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- Ms. Cooper will schedule a call with Complete IT and Ms. Cunningham to address the questions.

## **FIFTH ORDER OF BUSINESS**

### **Business Items**

#### **A. Discussion Regarding Addendum for Back 9 Bistro for the Flooring Replacement**

The following was discussed:

- Mr. Allison reviewed the flooring replacement matter and previous agreements. They have some time to negotiate, but they should get started on it. It should be amended to replace any reference of Rizzetta with Inframark.
- The Board needs to decide whether they want to replace the flooring to get proposals. The question is who will pay for it.
- Mr. Babbar stated the contract is explicit that it is the responsibility of the restaurant operator. There were also verbal discussions of splitting the cost 50/50. He recommends the Board always go by the contract, and if you are not going to amend the contract, do what is being done in practice.
- Discussion ensued on whether to change the flooring and cost responsibility. There was also discussion regarding the vendor.

Ms. Cunningham MOVED not to move forward with the flooring replacement at this time and Mr. Loar seconded it.

- There was Board discussion on the motion.

On VOICE vote with Ms. Cunningham and Mr. Loar voting aye and Mr. Boutin, Mr. Allison and Mr. Nearey voting nay, the motion failed to pass. 2-3

Mr. Allison MOVED to amend the agreement to make the CDD responsible for the replacement of the flooring and the vendor responsible for maintenance of the flooring, and Mr. Loar seconded it.

- There was Board discussion on the motion.

On VOICE vote with Mr. Allison and Mr. Boutin voting aye and Ms. Cunningham, Mr. Nearey and Mr. Loar voting nay, the motion failed to pass. 2-3

Mr. Loar MOVED for the CDD to replace the flooring in the restaurant and card room and Mr. Allison seconded it.

- There was Board discussion on the motion.

On VOICE vote with Mr. Allison, Mr. Boutain, Mr. Loar and Mr. Nearey voting aye and Ms. Cunningham voting nay, the motion passed. 4-1

Mr. Loar MOVED to allow Ms. Cunningham to pursue meetings with interested vendors and Ms. Cunningham seconded it.

- Ms. Cunningham requested discussion of restaurant vendors be added to the November agenda. There was Board discussion on the motion.

On VOICE vote with Mr. Loar, Ms. Cunningham and Mr. Nearey voting aye and Mr. Allison and Mr. Boutin voting nay, the motion passed. 3-2

Mr. Boutin MOVED to send an email blast with a satisfaction survey on the restaurant and Mr. Allison seconded it.

- There was Board discussion on the motion.

On VOICE vote with Mr. Allison, Mr. Boutain, Mr. Loar and Mr. Nearey voting aye and Ms. Cunningham voting nay, the motion passed. 4-1

- Mr. Allison will compose the survey with an explanation.

## **SIXTH ORDER OF BUSINESS**

### **Business Administration**

#### **A. Consideration of the Minutes of the board of Supervisors' Meeting held on August 8, 2023 – Previously Tabled**

On MOTION by Mr. Loar seconded by Mr. Nearey with all in favor the minutes of the August 8, 2023 meeting were approved.

#### **B. Consideration of the Minutes of the Board of Supervisors' Regular Meeting held on September 5, 2023**

On MOTION by Mr. Allison seconded by Mr. Loar with all in favor the minutes of the September 5, 2023 meeting were approved.

**C. Consideration of Operation & Maintenance Expenditures for August 2023**

The Board reviewed the O&M expenditures.

- There was discussion regarding the unnecessary Spectrum expenses.
- Mr. Loar stated the wiring in the building needs to be replaced.

On MOTION by Ms. Cunningham seconded by Mr. Loar with all in favor the Operations & Maintenance expenditures for August 2023 were received and filed.

**SEVENTH ORDER OF BUSINESS****Supervisor Requests**

The following was discussed:

- Mr. Boutin requested an update on the dog park and garden area. Mr. Nearey provided an update.
- Mr. Boutin noted some of the hedges may need to be replaced along Highway 41 due to a valve opened in the line along the hedges.
- Mr. Boutin expressed concern over the pool resurfacing timeline. He requested staff coordinate with all parties as soon as possible.
- Mr. Boutin asked Mr. Loar about the companies he was looking into for the gates. Mr. Nearey responded the previous Clubhouse Manager was supposed to be obtaining quotes from a company he spoke with as well as other companies. He does not believe it was done. Mr. Boutin noted Acura Electronics previously provided a presentation on gate upgrades. He requested staff look into this.
- Mr. Boutin will be meeting with Yellowstone to review the maps provided by Mr. Brletic.
- Mr. Nearey also expressed concern over the pool resurfacing timeline.
- Mr. Loar discussed the Spectrum agreement and installation. They may need to cross through District property to install the wiring. Also, if they need to install new wiring in this building. An easement agreement will be needed.
- Mr. Loar requested Yellowstone abide by their contractual obligations.
- Mr. Loar stated someone installed an irrigation controller on the clock by the pumphouse. He believes it was Yellowstone because the only irrigation working now is the District's. The Toro System shows no days scheduled for the District, but it is still being watered. The controller needs to be removed and reinstalled properly.

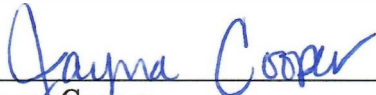
- Mr. Loar provided an FLCLASS update. Since April through the end of September, they generated \$74,437 worth of interest. He requested Ms. Cooper remove Mr. Scott Brizendine from the FLCLASS account and replaced with an Inframark representative.
- Ms. Cunningham requested a documented procedure on how to best interact with Ms. McAnn and Mr. Robinson.


**EIGHTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

On MOTION by Mr. Loar seconded by Mr. Nearey with all in favor the meeting was adjourned at 12:47 p.m.

  
Jayna Cooper  
Secretary

  
Bill Boutin  
Chairperson