



**GROVE
COMMUNITY DISTRICT**

**OKEECHOBEE COUNTY
REGULAR BOARD MEETING**

MAY 7, 2024

2:00 P.M.

**Special District Services, Inc.
The Oaks Center
2501A Burns Road
Palm Beach Gardens, FL 33410**

**561.630.4922 Telephone
877.SDS.4922 Toll Free
561.630.4923 Facsimile**

AGENDA
GROVE COMMUNITY DISTRICT
Eagle Bay Conference Room
South Florida Water Management District
316 NW 5th Street
Okeechobee, Florida 34972
REGULAR BOARD MEETING
May 7, 2024
2:00 p.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Additions or Deletions to Agenda
- E. Comments from the Public for Items Not on the Agenda
- F. Approval of Minutes
 - 1. September 26, 2023 Regular Board Meeting & Public Hearing.....Page 2
- G. Old Business
 - 1. Update on Water Farming Project and the Longer-Term Grove Land Reservoir, Stormwater Treatment Area Project and Dispersed Water Project with SFWMD
- H. New Business
 - 1. Consider Resolution No. 2024-01 – Approving a Fiscal Year 2024/2025 Proposed Budget.....Page 7
 - 2. Discussion Regarding Required Ethics Training.....Page 12
- I. Administrative Matters
 - 1. Legal Report
- J. Board Members Comments
- K. Adjourn

INDEPENDENT NEWSMEDIA INC. USA

Lake Okeechobee News
313 NW 4th Avenue
Okeechobee, FL 34972
863-763-3134

STATE OF FLORIDA
COUNTY OF OKEECHOBEE

Before the undersigned authority personally appeared **Katrina Elsken Muros**, who on oath says that she is **Editor in Chief** of the **Lake Okeechobee News**, a weekly newspaper published in **Okeechobee County, Florida**; that the attached copy of advertisement, being a **Public Notice** in the matter of

Public Notice

in the **19th Judicial District of the Circuit Court of Okeechobee County, Florida**, was published in said newspaper in the issues of

10/25/23

(Print Dates)

or by publication on the newspaper's website, if authorized, on

10/25/23, 10/26/23, 10/27/23, 10/28/23, 10/29/23, 10/30/23, 10/31/23, 11/01/23

(Website Dates)

Affiant further says that the newspaper complies with all legal requirements for publication in Chapter 50, Florida Statutes.

**GROVE COMMUNITY DISTRICT
FISCAL YEAR 2023/2024 REGULAR MEETING SCHEDULE**

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Grove Community District will hold Regular Meetings in the Eagle Bay Conference Room of the South Florida Water Management District located at 316 NW 5th Street, Okeechobee, Florida 34972, at 2:00 p.m. on the following dates:

**November 7, 2023
February 6, 2024
May 7, 2024
September 3, 2024**

The purpose of the meetings is to conduct any business coming before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. A copy of the Agenda for any of the meetings may be obtained from the District's website or by contacting the District Manager at (561) 630-4922 and/or toll free at 1-877-737-4922.

From time to time one or more Supervisors may participate by telephone; therefore a speaker telephone will be present at the meeting location so that Supervisors may be fully informed of the discussions taking place. Said meetings may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at (561) 630-4922 and/or toll-free at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

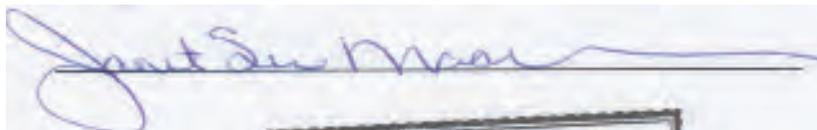
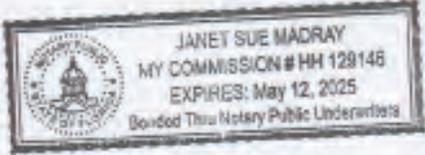
Meetings may be cancelled from time to time without advertised notice.

**GROVE COMMUNITY DISTRICT
www.grovecd.org**

621078 LON 10/25/2023


Katrina Elsken Muros

Sworn to and subscribed before me by means of
 Physical Presence Online Notarization
physical presence or online notarization, this
25th day of October, 2023.

(Signature of Notary Public)
STAMP OF NOTARY PUBLIC

GROVE COMMUNITY DISTRICT
REGULAR BOARD MEETING
SEPTEMBER 26, 2023

A. CALL TO ORDER

District Manager Michael McElligott called the September 26, 2023, Regular Board Meeting and Public Hearing of the Grove Community District to order at 2:00 p.m. at the South Florida Water Management District Service Center, 316 NW 5th Street, Okeechobee, FL 34972.

B. PROOF OF PUBLICATION

Mr. McElligott presented proof of publication that the Regular Board Meeting was published in *The Okeechobee News* on September 6, 2023 & September 13, 2023, as legally required.

C. ESTABLISH QUORUM

Mr. McElligott determined that the attendance of Supervisors H. M. Ridgely, Craig Linton, Jr, Susanne Clemons, Curt McDowell, and Tyler Pugh constituted a quorum, and it was in order to proceed with the meeting.

Also, in attendance were: District Manager Michael McElligott of Special District Services, Inc. and General Counsel Ken van Assenderp via phone.

D. ADDITIONS OR DELETIONS TO THE AGENDA

There were no additions or deletions.

E. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA

There were no comments from the public.

F. APPROVAL OF MINUTES

1. May 2, 2023, Regular Board Meeting

The minutes of the May 3, 2022, Regular Board Meeting, as presented, were approved on a **motion** made by Ms. Clemons, seconded by Mr. Pugh, and unanimously passed.

G. Public Hearing on the Fiscal Year 2022/2023 Final Budget

The Public Hearing was opened at 2:01pm.

1. Proof of Publication

GROVE COMMUNITY DISTRICT
REGULAR BOARD MEETING
SEPTEMBER 26, 2023

Mr. McElligott opened the public hearing and provided proof of publication that the Public Hearing had been published in *The Okeechobee News* on September 6, 2023 & September 13, 2023, as legally required.

2. Consider Resolution No. 2023-02 – Resetting the Public Hearing Date to Adopting a Fiscal Year 2022/2023 Final Budget

Mr. McElligott introduced Resolution No. 2023-02, entitled:

RESOLUTION NO. 2023-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE GROVE COMMUNITY DISTRICT AMENDING RESOLUTION NO. 2023-01; AMENDING THE DATE AND TIME FOR THE PUBLIC HEARING TO CONSIDER THE FISCAL YEAR 2023/2024 FINAL BUDGET AND ASSESSMENTS AND AUTHORIZING THE SECRETARY AND DISTRICT MANAGER TO TAKE CERTAIN ACTIONS TO ACCOMPLISH THE INTENT OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.

Mr. McElligott explained that this was necessary due to changing the date of this meeting from the original date approved back in May. After a brief discussion, Mr. Ridgely **moved** approval of Resolution No. 2023-02, and Ms. Clemons seconded. The **motion** carried 5-0.

3. Receive Public Comments on Adopting Fiscal Year 2023/2024 Final Budget

Mr. McElligott presented the budget after which there was no public comment.

4. Consider Resolution No. 2023-03 – Adopting a Fiscal Year 2022/2023 Final Budget

Mr. McElligott introduced Resolution No. 2023-03, entitled:

RESOLUTION NO. 2023-03

A RESOLUTION OF THE GROVE COMMUNITY DEVELOPMENT DISTRICT ADOPTING A FISCAL YEAR 2023/2024 BUDGET.

GROVE COMMUNITY DISTRICT
REGULAR BOARD MEETING
SEPTEMBER 26, 2023

After a brief discussion, Mr. Ridgely **moved** approval of Resolution No. 2023-02, and Ms. Clemons seconded. The **motion** carried 5-0.

The Public Hearing was closed at 2:03pm.

H. OLD BUSINESS

1. Update on the Water Farming Project and the Long-Term Grove Land Reservoir and Stormwater Treatment Area Project and Dispersed Water Project with SFWMD

Mr. Ridgely updated the Board on the Dispersed Water Project, which is going well.

Regarding the Groveland Reservoir & Stormwater Treatment Area, the additional \$6 million approved is in the state budget and looking good to proceed.

There was no action for the Board to take at this time.

I. NEW BUSINESS

1. Consider Resolution No. 2023-04 – Adopting a Fiscal Year 2023/2024 Meeting Schedule

Mr. McElligott introduced Resolution No. 2023-04, entitled:

RESOLUTION NO. 2023-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE GROVE COMMUNITY DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2023/2024 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

Mr. McElligott presented the Fiscal Year 2023/2024 Meeting Schedule.

After some Board discussion, a **motion** was made by Mr. Pugh, seconded by Mr. McDowell, and passed unanimously to approve Resolution No. 2023-04, as presented.

2. Consider Resolution No. 2023-05 – Adopting a Fiscal Year 2022/2023 Amended Budget

Mr. McElligott introduced Resolution No. 2023-05, entitled:

RESOLUTION NO. 2023-05

GROVE COMMUNITY DISTRICT
REGULAR BOARD MEETING
SEPTEMBER 26, 2023

**A RESOLUTION OF THE GROVE COMMUNITY DISTRICT
ADOPTING THE FISCAL YEAR 2022/2023 AMENDED BUDGET.**

Mr. McElligott presented the amended budget for the fiscal year ending September 30, 2023, and recommended approval of the resolution.

A **motion** was made by Mr. Linton, seconded by Mrs. Clemons, and passed unanimously to approve Resolution No. 2023-05, as presented.

3. Consider Resolution No. 2023-06 – Adopting a Records Retention Policy

Mr. McElligott introduced Resolution No. 2023-06, entitled:

RESOLUTION NO. 2023-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE GROVE COMMUNITY DISTRICT, PROVIDING FOR THE APPOINTMENT OF A RECORDS MANAGEMENT LIAISON OFFICER; PROVIDING THE DUTIES OF THE RECORDS RETENTION POLICY; DETERMINING THE ELECTRONIC RECORDS TO BE THE OFFICIAL RECORD; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Mr. McElligott explained that due to a change in statute the Board can now take this action to make the electronic copy the official copy of the District. It also formally appoints the District Management Company, or an employee of the District Management Company as the Records Management Liaison. After some discussion, a **motion** was made by Mrs. Clemons, seconded by Mr. Linton, and **passed** unanimously to adopt Resolution No. 2023-06 and accepting the electronic record as the official record, as presented.

J. ADMINISTRATIVE MATTERS

1. Legal Report

Mr. Van Assenderp had no further updates.

K. BOARD MEMBER COMMENTS

GROVE COMMUNITY DISTRICT
REGULAR BOARD MEETING
SEPTEMBER 26, 2023

There were no additional Board Member's comments.

L. ADJOURN

There being no further business to come before the Board, the Regular Board Meeting was adjourned at 2:21 p.m.

Chair/Vice-Chair

Secretary/Assistant Secretary

RESOLUTION NO. 2024-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE GROVE COMMUNITY DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2024/2025; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors (“Board”) of the Grove Community District (“District”) is required by Chapter 190.008, *Florida Statutes*, to approve a Proposed Budget for each fiscal year; and,

WHEREAS, the Proposed Budget including the Assessments for Fiscal Year 2024/2025 has been prepared and considered by the Board.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE GROVE COMMUNITY DISTRICT THAT:

Section 1. The Proposed Budget including the Assessments for Fiscal Year 2024/2025 attached hereto as Exhibit “A” is approved.

Section 2. A Public Hearing is hereby scheduled for September 3, 2024 at 2:00 p.m. in the Eagle Bay Conference Room of the South Florida Water Management District located at 316 NW 5th Street, Okeechobee, Florida 34972, for the purpose of receiving public comments on the Proposed Fiscal Year 2024/2025 Budget.

PASSED, ADOPTED and EFFECTIVE this 7th day of May, 2024.

ATTEST:

GROVE COMMUNITY DISTRICT

By: _____
Secretary/Assistant Secretary

By: _____
Chairman/Vice Chairman

Grove
Community District

**Proposed Budget For
Fiscal Year 2024/2025
October 1, 2024 - September 30, 2025**

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PROPOSED BUDGET
GROVE COMMUNITY DISTRICT
FISCAL YEAR 2024/2025
OCTOBER 1, 2024 - SEPTEMBER 30, 2025

	FISCAL YEAR 2024/2025 BUDGET
REVENUES	
O&M Assessments	0
Developer Contribution	9,850
Debt Assessments	0
Interest Income	0
TOTAL REVENUES	\$ 9,850
EXPENDITURES	
Supervisor Fees	0
Engineering/Inspections	0
Management	6,000
Legal	2,000
Assessment Roll	0
Audit Fees	0
Insurance	0
Legal Advertisements	575
Miscellaneous	550
Dues & Subscriptions	175
Arbitrage Rebate Fee	0
Trustee Fee	0
Continuing Disclosure Fee	0
Website Management	550
TOTAL EXPENDITURES	\$ 9,850
REVENUES LESS EXPENDITURES	\$ -
Bond Payments	0
BALANCE	\$ -
County Appraiser & Tax Collector Fee	0
Discounts For Early Payments	0
EXCESS/ (SHORTFALL)	\$ -

DETAILED PROPOSED BUDGET
GROVE COMMUNITY DISTRICT
FISCAL YEAR 2024/2025
OCTOBER 1, 2024 - SEPTEMBER 30, 2025

	FISCAL YEAR 2022/2023 ACTUAL	FISCAL YEAR 2023/2024 BUDGET	FISCAL YEAR 2024/2025 BUDGET	COMMENTS
REVENUES				
O&M Assessments		0	0	
Developer Contribution	7,560	9,875	9,850	Developer Contribution
Debt Assessments	0	0	0	
Interest Income	25	0	0	
TOTAL REVENUES	\$ 7,585	\$ 9,875	\$ 9,850	
EXPENDITURES				
Supervisor Fees	0	0	0	
Engineering/Inspections	0	0	0	
Management	6,000	6,000	6,000	No Change From 2023/2024 Budget
Legal	0	2,000	2,000	No Change From 2023/2024 Budget
Assessment Roll	0	0	0	
Audit Fees	0	0	0	
Insurance	0	0	0	
Legal Advertisements	441	600	575	\$25 Decrease From 2023/2024 Budget
Miscellaneous	394	550	550	No Change From 2023/2024 Budget
Dues & Subscriptions	175	175	175	No Change From 2023/2024 Budget
Arbitrage Rebate Fee	0	0	0	
Trustee Fee	0	0	0	
Continuing Disclosure Fee	0	0	0	
Website Management	550	550	550	No Change From 2023/2024 Budget
TOTAL EXPENDITURES	\$ 7,560	\$ 9,875	\$ 9,850	
REVENUES LESS EXPENDITURES	\$ 25	\$ -	\$ -	
Bond Payments	0	0	0	
BALANCE	\$ 25	\$ -	\$ -	
County Appraiser & Tax Collector Fee	0	0	0	
Discounts For Early Payments	0	0	0	
EXCESS/ (SHORTFALL)	\$ 25	\$ -	\$ -	



Ethics Training

Beginning in 2024, District Supervisors are required to complete four (4) hours of ethics training annually. Below are links to two training sessions that will, upon completion, satisfy the training requirement. *Beginning with the 2024 Form 1, District Supervisors will be required to confirm that they have completed the training each year.*

- **State Ethics Laws for Constitutional Officers & Elected Municipal Officers**
 - <https://www.youtube.com/watch?v=U8JktIMKzyl>
- **Public Meetings and Public Records Law**
 - <https://www.myfloridalegal.com/sites/default/files/Full%2520audio%25202018%5B2%5D.mp3>

Both links can be found on SDS' website, at www.sdsinc.org/links.

The Florida Association of Special Districts (FASD) also offers a training option through Florida State University's Florida Institute of Government. If your special district is a member of FASD, the cost for this special district-specific ethics training is \$49.00 for each district official.

If your special district is NOT a member of FASD, the cost for this special district-specific ethics training is \$79.00 for each district official.

Information on the FASD course can be found at <https://www.fasd.com/ethics-for-special-districts>.