

**BALM GROVE
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
SPECIAL ORGANIZATIONAL MEETING
MARCH 30, 2021**

**BALM GROVE
COMMUNITY DEVELOPMENT DISTRICT AGENDA
TUESDAY, MARCH 30, 2021 AT 2:00 P.M.
THE OFFICES OF MERITUS DISTRICTS
LOCATED AT 2005 PAN AM CIRCLE, SUITE 300, TAMPA, FL 33607**

District Board of Supervisors	Supervisor Supervisor Supervisor Supervisor Supervisor	Jeff Hills Nick Dister Steve Luce Ryan Motko Alberto Viera
District Manager	Meritus	Brian Lamb
District Attorney	Straley Robin Vericker	John Vericker
District Engineer	Stantec, Inc	Tonja Stewart

All cellular phones and pagers must be turned off while in the meeting room

The District Agenda is comprised of four different sections:

The meeting will begin at **2:00 p.m.**

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically, no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 873-7300, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1 who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

March 30, 2021
Board of Supervisors
Balm Grove Community Development District

Dear Board Members:

The Special Organizational Meeting of Balm Grove Community Development District will be held on **March 30, 2021 at 2:00 p.m.** at the Offices of Meritus located at 2005 Pan Am Circle, Suite 300, Tampa, FL 33607. Please let us know at least 24 hours in advance if you are planning to call into the meeting. Following is the Agenda for the Meeting:

Call In Number: 1-866-906-9330

Access Code: 4863181

- 1. CALL TO ORDER**
 - A. Overview of Meeting Procedures and Decorum
- 2. PUBLIC COMMENT PERIOD**
- 3. ADMINISTER OATHS OF OFFICE TO BOARD ASSIGNED IN PETITION**
- 4. SEAT NEW BOARD MEMBERS**
 - A. Overview of Forms, Sunshine Amendment, Code of Ethics, Supervisor Responsibilities
- 5. APPOINTMENT OF OFFICERS – Resolution 2021-01 Tab 01**
 - A. Chairman
 - B. Vice Chairman
 - C. Secretary
 - D. Treasurer
 - E. Assistant Secretaries
- 6. APPOINTMENT OF CONSULTANTS**
 - A. Consider Appointment of District Manager/Assessment Consultant – **Resolution 2021-02 Tab 02**
 - B. Designation of Registered Agent/Office – **Resolution 2021-03 Tab 03**
 - C. Consider Appointment of District General Counsel – **Resolution 2021-04..... Tab 04**
 - D. Consider Appointment of Interim District Engineer – **By Motion**
 - i. Authorize RFQ for District Engineer
 - E. Consider Appointment of Bond Counsel – **Gray Robinson Tab 05**
 - F. Consider Appointment of Investment Banker – **FMS Bonds Tab 06**
 - G. Consider Appointment of Trustee – **US Bank Tab 07**
- 7. BUSINESS MATTERS**
 - A. Consider Authorizing Notice of Establishment-**Resolution 2021-05 Tab 08**
 - B. Consider Policy of Compensation for Board Members – **Resolution 2021-06..... Tab 09**
 - C. Consider Policy of Reimbursement of District Travel Expenses – **Resolution 2021-07 Tab 10**
 - D. Consider Designation of Primary Administrative Office and Local Records Office – **Resolution 2021-08..... Tab 11**
 - E. Consider District Records Retention Schedule – **Resolution 2021-09 Tab 12**
 - F. Consider Fiscal Year 2021 Regular Meeting Schedule and Location-**Resolution 2021-10.. Tab 13**
 - G. Consider Landowners’ Meeting Date, Time and Location- **Resolution 2021-11 Tab 14**
 - H. Consider Proposed FY 2021 Annual Budget & Set Public Hearing – **Resolution 2021-12..... Tab 15**
 - i. Consider 2021 Developer Funding Agreement
 - I. Set Public Hearing for Uniform Method of Collections – **Resolution 2021-13..... Tab 16**
 - J. Consider Rules of Procedure & Setting Public Hearing - **Resolution 2021-14 Tab 17**
 - K. Consider Policy Re: Support & Legal Defense for Board & Staff- **Resolution 2021-15 Tab 18**
 - L. Authorization to obtain General Liability and Public Officers Insurance-**By Motion**
 - M. Consider Designation of a Qualified Public Depository- **Resolution 2021-16..... Tab 19**
 - N. Authorization of Signatories- **Resolution 2021-17 Tab 20**
 - O. Authorization to Disburse Funds for Expenses- **Resolution 2021-18..... Tab 21**
 - P. Consider Adoption of Investment Policy- **Resolution 2021-19..... Tab 22**

Q. Consider Approval of Florida Statewide Mutual Aid Agreement- Resolution 2021-20	Tab 23
R. Consider Provisions for Public Comments – Resolution 2021-21	Tab 24
S. Appointment of Audit Committee - By Motion	
T. Consideration of ADA Website Compliance Agreement.....	Tab 25
8. PRELIMINARY REPORT PRESENTATION – ASSESSMENT BONDS	
A. Consider Report of District Engineer	Under Separate Cover
B. Consider Bond Validation Report.....	Tab 26
C. Consider Master Assessment Methodology Report.....	Tab 27
D. Consider Declaring Special Assessments – Resolution 2021-22	Tab 28
E. Set Public Hearing for Declaring Special Assessments – Resolution 2021-23	Tab 29
F. Authorizing Issuance of Bonds/Filing of Validation Complaint - Resolution 2021-24	Tab 30
i. Master Trust Indenture	
G. Consider Authorization of Chairman to Accept or Execute Certain Documents Resolution 2021-25	Tab 31
H. Other Matters Relating to Financing	
9. ADMINISTRATIVE MATTERS	
A. Request for Working Capital – By Motion	
10. STAFF REPORTS	
A. District Counsel	
B. District Manager	
C. District Engineer	
11. BOARD MEMBERS COMMENTS	
12. PUBLIC COMMENTS	
13. ADJOURNMENT	

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 873-7300.

Sincerely,



Brian Lamb, CEO
Meritus