

**BALM GROVE
COMMUNITY DEVELOPMENT DISTRICT**

May 6, 2021 Minutes of Public Hearings, Audit Committee, and Regular Meeting

Minutes of the Public Hearings, Audit Committee, and Regular Meeting

The Public Hearings, Audit Committee, and Regular Meeting of the Board of Supervisors for the Balm Grove Community Development District was held on **Thursday, May 6, 2021 at 2:00 p.m.** at the Offices of Meritus located at 2005 Pan Am Circle, Suite 300, Tampa, FL 33607.

1. CALL TO ORDER

Bryan Radcliff called the Public Hearings, Audit Committee, and Regular Meeting of the Board of Supervisors of the Balm Grove Community Development District to order on **Thursday, May 6, 2021 at 2:53 p.m.**

Board Members Present and Constituting a Quorum:

Nick Dister	Chair
Ryan Motko	Vice-Chair
Steve Luce	Supervisor
Alberto Viera	Supervisor

Staff Members Present:

Brian Howell	District Manager, Meritus
Bryan Radcliff	District Manager, Meritus
John Vericker	District Counsel, Straley Robin Vericker

There were no members of the general public in attendance.

2. PUBLIC COMMENT ON AGENDA ITEMS

There were no public comments.

The Board discussed the Chair and Vice-Chair officer positions.

MOTION TO:	Appoint Nick Dister as Chair and Ryan Motko as Vice Chair.
MADE BY:	Supervisor Dister
SECONDED BY:	Supervisor Luce
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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3. RECESS TO AUDIT COMMITTEE MEETING

Mr. Radcliff directed the Board to recess to the Audit Committee meeting.

4. AUDIT COMMITTEE MEETING

A. Call to Order/Roll Call

MOTION TO:	Open the Audit Committee meeting and have the Board serve as the Audit Committee.
MADE BY:	Supervisor Dister
SECONDED BY:	Supervisor Luce
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

B. Appoint Chairman

Bryan Radcliff chaired the meeting.

C. Selection of Criteria for Evaluation of Proposals

The Committee reviewed the evaluation criteria of personnel, experience, timeline, ability, and price.

D. Determine Date, Time, Location, and RFP Required

i. Consider Notice of Request for Proposals for Audit Services

E. Consider Sending RFP to Interested Firms

An RFP will be sent out to interested firms.

F. Determine Date of Next Committee Meeting

i. Audit Committee Guidelines

MOTION TO:	Close the Audit Committee meeting.
MADE BY:	Supervisor Luce
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

89 **5. RECESS TO PUBLIC HEARINGS**

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91 Mr. Radcliff directed the Board to recess to the public hearings.

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94 **6. PUBLIC HEARING ON ADOPTING FINAL FISCAL YEAR 2021 BUDGET**

95 **A. Open the Public Hearing on Adopting Final Fiscal Year 2021 Budget**

96 **B. Staff Presentation**

97 **C. Public Comments**

98 **D. Close the Public Hearing on Adopting Final Fiscal Year 2021 Budget**

99 **E. Consideration of Resolution 2021-26; Adopting Final Fiscal Year 2021 Budget**

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101 This item was tabled until the June meeting.

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104 **7. PUBLIC HEARING ON ADOPTING LEVYING DEBT ASSESSMENTS**

105 **A. Open the Public Hearing on Adopting Levying Debt Assessments**

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MOTION TO:	Open the public hearing.
MADE BY:	Supervisor Luce
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion Passed Unanimously

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114 **B. Staff Presentation**

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116 Mr. Radcliff went over the resolution with the Board.

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118 **C. Public Comments**

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120 There were no public comments.

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123 **D. Consideration of Resolution 2021-27; Adopting Levying Debt Assessments**

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125 The Board reviewed the resolution.

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MOTION TO:	Approve Resolution 2021-27.
MADE BY:	Supervisor Dister
SECONDED BY:	Supervisor Luce
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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134 **E. Close the Public Hearing on Adopting Levying Debt Assessments**

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MOTION TO:	Close the public hearing.
MADE BY:	Supervisor Dister
SECONDED BY:	Supervisor Luce
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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144 **8. RETURN AND PROCEED TO REGULAR MEETING**

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146 Mr. Radcliff directed the Board to return and proceed to the regular meeting.

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149 **9. VENDOR AND STAF REPORTS**

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A. District Counsel

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152 Mr. Vericker noted that the bond validation will be on Monday, May 17, 2021 at 3:30 p.m.

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154 **B. District Engineer**

155 **C. District Manager**

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157 There were no further reports from the Engineer or District Management at this time.

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160 **10. BUSINESS ITEMS**

161 **A. Consideration of Resolution 2021-28; Canvassing and Certifying Results of the**
162 **Landowners Election**

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164 Mr. Radcliff went over the resolution with the Board.

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MOTION TO:	Approve Resolution 2021-28.
MADE BY:	Supervisor Luce
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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B. Consideration of Resolution 2021-29; Designating Officers

Mr. Radcliff went over the resolution with the Board. Supervisor Dister will be the Chair, and Supervisor Motko will be the Vice-Chair, with the rest of the Board serving as Assistant Secretaries.

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MOTION TO:	Approve Resolution 2021-29.
MADE BY:	Supervisor Dister
SECONDED BY:	Supervisor Luce
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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C. Consideration of Resolution 2021-30; Approving FY 2022 Budget & Setting Public Hearing

This item was tabled until the June meeting.

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D. General Matters of the District

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There were no additional general matters to discuss.

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11. SUPERVISOR REQUESTS AND COMMENTS

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There were no supervisor requests or comments.

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12. AUDIENCE COMMENTS

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There were no audience comments.

206 **13. ADJOURNMENT**

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MOTION TO:	Adjourn.
MADE BY:	Supervisor Dister
SECONDED BY:	Supervisor Luce
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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215 **Please note the entire meeting is available on disc.*

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217 **These minutes were done in summary format.*

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219 **Each person who decides to appeal any decision made by the Board with respect to any matter*
220 *considered at the meeting is advised that person may need to ensure that a verbatim record of*
221 *the proceedings is made, including the testimony and evidence upon which such appeal is to be*
222 *based.*

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224 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly**
225 **noticed meeting held on 08-05-2021.**

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227 DocuSigned by:
228 Brian Lamb
229 Signature 04F78E101DA249E...

227 DocuSigned by:
228 Nicholas Dister
229 Signature 98BA975587BA4D4...

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231 Brian Lamb

231 Nicholas Dister

232 **Printed Name**

232 **Printed Name**

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234 **Title:**

- 235 **Secretary**
- 236 **Assistant Secretary**

234 **Title:**

- 235 **Chairman**
- 236 **Vice Chairman**

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239 **Balm Grove Community Development District**

240 **SEAL**

241 **Established March 10, 2021**
242 **Hillsborough County, Florida**

243 Official District Seal

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Recorded by Records Administrator

Brittany Crutchfield
Signature

8/17/2021
Date