

**BALM GROVE
COMMUNITY DEVELOPMENT DISTRICT**

June 3, 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, June 3, 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, June 3, 2021 at 3:11 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 Lamb	District Manager, Meritus
Bryan Radcliff	District Manager, Meritus
John Vericker	District Counsel, Straley Robin Vericker
Vanessa Steinerts	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.

3. RECESS TO PUBLIC HEARINGS

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

42 **4. PUBLIC HEARING ON ADOPTING UNIFORM METHOD OF COLLECTION**
43 **A. Open the Public Hearing on Adopting Uniform Method of Collection**
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MOTION TO:	Open the public hearing.
MADE BY:	Supervisor Motko
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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52 **B. Staff Presentation**
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54 Mr. Lamb and Mr. Vericker went over the resolution with the Board.
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56 **C. Public Comments**
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58 There were no public comments.
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60 **D. Close the Public Hearing on Adopting Uniform Method of Collection**
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MOTION TO:	Close 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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69 **E. Consideration of Resolution 2021-31; Adopting Uniform Method of Collection**
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71 The Board reviewed the resolution.
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MOTION TO:	Approve Resolution 2021-31.
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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81 **5. PUBLIC HEARING ON ADOPTING UNIFORM RULES OF PROCEDURE**
82 **A. Open the Public Hearing on Adopting Uniform Rules of Procedure**
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84 MOTION TO: Open the public hearing.
85 MADE BY: Supervisor Luce
86 SECONDED BY: Supervisor Dister
87 DISCUSSION: None further
88 RESULT: Called to Vote: Motion PASSED
89 4/0 - Motion Passed Unanimously

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91 **B. Staff Presentation**
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93 Mr. Vericker went over the resolution with the Board.
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95 **C. Public Comments**
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97 There were no public comments.
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99 **D. Close the Public Hearing on Adopting Uniform Rules or Procedure**
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101 MOTION TO: Close the public hearing.
102 MADE BY: Supervisor Motko
103 SECONDED BY: Supervisor Dister
104 DISCUSSION: None further
105 RESULT: Called to Vote: Motion PASSED
106 4/0 - Motion Passed Unanimously

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108 **E. Consideration of Resolution 2021-32; Adopting Uniform Rules of Procedure**
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110 The Board reviewed the resolution.
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112 MOTION TO: Approve Resolution 2021-32.
113 MADE BY: Supervisor Luce
114 SECONDED BY: Supervisor Dister
115 DISCUSSION: None further
116 RESULT: Called to Vote: Motion PASSED
117 4/0 - Motion Passed Unanimously

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6. RECESS TO AUDIT COMMITTEE MEETING

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

7. AUDIT COMMITTEE MEETING

A. Open the Audit Committee Meeting

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

B. Evaluate and Rank the Audit Proposals

i. Grau & Associates

The Board reviewed and evaluated the proposal for Grau & Associates. The Committee ranked Grau & Associates as the first ranking.

C. Finalize the Ranking and Consideration of Audit Committee Recommendation

MOTION TO:	Approve Grau & Associates as the top ranked proposal.
MADE BY:	Supervisor Luce
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion Passed Unanimously

D. Close the Audit Committee Meeting

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

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8. RETURN AND PROCEED TO REGULAR MEETING

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

9. VENDOR AND STAFF REPORTS

- A. District Counsel**
- B. District Engineer**
- C. District Manager**

There were no further reports from staff at this time.

10. BUSINESS ITEMS

A. Consideration of Audit Committee Recommendations and Evaluation

The Board reviewed the Audit Committee recommendations.

MOTION TO:	Approve Grau & Associates for auditing services based on the Audit Committee’s recommendations.
MADE BY:	Supervisor Luce
SECONDED BY:	Supervisor Dister
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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

Mr. Radcliff went over the proposed budget for FY 2022 with the Board. The public hearing for the budget will be scheduled for August 5, 2021 at 2:00 p.m.

MOTION TO:	Approve Resolution 2021-30.
MADE BY:	Supervisor Dister
SECONDED BY:	Supervisor Motko
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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C. General Matters of the District

There were no additional general matters to discuss.

11. CONSENT AGENDA ITEMS

- A. Consideration of Minutes of the Special Organizational Meeting March 30, 2021**
- B. Consideration of Minutes of Landowners Election May 6, 2021**
- C. Consideration of Minutes of the Public Hearings, Audit Committee Meeting & Regular Meeting May 6, 2021**

The Board reviewed the Consent Agenda items.

MOTION TO:	Approve the Consent Agenda items.
MADE BY:	Supervisor Dister
SECONDED BY:	Supervisor Motko
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

12. SUPERVISOR REQUESTS AND COMMENTS

There were no supervisor requests or comments.

13. AUDIENCE COMMENTS

There were no audience comments.

234 **14. ADJOURNMENT**

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MOTION TO:	Adjourn at 3:16 p.m.
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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243 **Please note the entire meeting is available on disc.*

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

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

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

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DocuSigned by:
Brian Lamb
04E78E101DA249E

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Signature

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Brian Lamb

Printed Name

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Title:

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- Secretary**
- Assistant Secretary**

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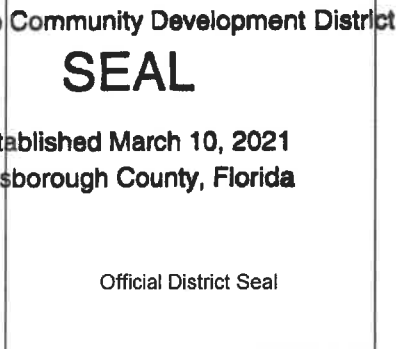
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DocuSigned by:
Nicholas Dister
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Signature

Nicholas Dister

Printed Name

Title:

- Chairman**
- Vice Chairman**

Recorded by Records Administrator

Brittany Crutchfield

Signature

8/17/2021

Date