SEPTEMBER 05, 2024
REGULAR MEETING
AGENDA PACKAGE

## Join the meeting now

**Meeting ID:** 215 817 490 035 **Passcode:** 45UmMF **Dial-in by phone** +1 646-838-1601 **Pin:** 227 773 399#



2005 PAN AM CIRLE SUITE 300 TAMPA FL, 33607

## Balm Grove Community Development District

**Board of Supervisors** 

Carlos de la Ossa, Chairman Nick Dister, Vice Chairperson Kelly Evans, Assistant Secretary Alberto Viera, Assistant Secretary Ryan Motko, Assistant Secretary District Staff

Bryan Radcliff, District Manager John Vericker, District Counsel Tonja Stewart, District Engineer

## Regular Meeting Agenda

Thursday, September 05, 2024 at 2:00 p.m.

The Regular Meeting of the Balm Grove Community Development District will be held September 05, at 2:00 p.m. at the Offices of Inframark 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:

## Join the meeting now

**Meeting ID:** 215 817 490 035 **Passcode:** 45UmMF **Dial-in by phone** +1 646-838-1601 **Pin:** 227 773 399#

#### REGULAR MEETING OF BOARD OF SUPERVISORS

- 1. CALL TO ORDER/ROLL CALL
- 2. PUBLIC COMMENTS ON AGENDA ITEMS
- 3. BUSINESS ITEMS
  - A. Ratification of Funding Agreement
  - B. Consideration of Resolution 2024-06; FY 2025 Goals & Objectives
    - i. HB7013 Special Districts Performance Measures & Standards Memo
  - C. Consideration of Resolution 2024-07; Redesignating Officers
- 4. CONSENT AGENDA
  - A. Approval of Minutes of the August 01, 2024 Regular Meeting
  - B. Consideration of Operation and Maintenance July 2024
  - C. Acceptance of the Financials and Approval of the Check Register for July 2024
- 5. STAFF REPORTS
  - A. District Counsel
  - B. District Engineer
  - C. District Manager
    - i. Field Inspections Report
- 6. BOARD OF SUPERVISORS REQUESTS AND COMMENTS
- 7. PUBLIC COMMENTS
- 8. ADJOURNMENT

## FY 2024-2025 Operations and Maintenance Budget Funding Agreement (Balm Grove Community Development District)

This FY 2024-2025 Operations and Maintenance Budget Funding Agreement (this "Agreement") is made and entered into as of July 11, 2024, between the **Balm Grove Community Development District**, a local unit of special-purpose government, established pursuant to Chapter 190, Florida Statutes (the "**District**"), whose mailing address is 2005 Pan Am Circle, Suite 300, Tampa, Florida 33607 and **EPG Balm Grove Hillsborough Development, LLC**, a Florida limited liability company, whose mailing address is 111 S. Armenia Avenue, Tampa, Florida 33609 (collectively, the "**Developer**").

#### Recitals

**WHEREAS**, the District was established for the purpose of providing, preserving, operating, and maintaining infrastructure improvements, facilities, and services to the lands within the District;

WHEREAS, the District is adopting its budget for fiscal year 2024-2025 as attached hereto as **Exhibit A** (the "FY 2024-2025 Budget"), which commences on October 1, 2024, and concludes on September 30, 2025;

**WHEREAS**, the District has the option of levying non-ad valorem assessments on all lands that will benefit from the activities set forth in the FY 2024-2025 Budget, and/or utilizing such other revenue sources as may be available to it;

**WHEREAS**, the District is willing to allow the Developer to provide such funds as are necessary to allow the District to proceed with its activities as described the FY 2024-2025 Budget so long as payment is timely provided;

**WHEREAS**, the Developer presently owns certain property within the District as reflected on the assessment roll on file with the District Manager (the "**Property**");

**WHEREAS**, the Developer agrees that the activities of the District described in the FY 2024-2025 Budget provide a special and peculiar benefit to the Property that is equal to or in excess of the expenses reflected in the FY 2024-2025 Budget; and

WHEREAS, the Developer has agreed to enter into this Agreement in addition to the non-ad valorem special assessments allocated to the Property to fund the activities of the District as set forth in the FY 2024-2025 Budget.

#### **Operative Provisions**

Now, therefore, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. Funding Obligations. From time to time during the 2024-2025 fiscal year, the Developer agrees to make available to the District the aggregate sum of up to \$39,404.53 in accordance with the FY 2024-2025 Budget as such expenses are incurred by the District. Such payments shall be made within 30 days of written request for funding by the District. All funds provided hereunder shall be placed in the District's general operating account.

2. FY 2024-2025 Operations and Maintenance Reports, Budget Reports and Budget Amendments. Each month during FY 2024-2025, the Developer shall provide the District Manager with a written report on the projected additions to the completed and developed phases within the District during FY 2024-2025. The District Manager shall provide the Developer with a monthly written report with the actual expenses for the previous month and anticipated expenses and operational activities for the remainder of the year based on current District operations and additional maintenance responsibilities which may be added during FY 2024-2025. The District and Developer agree that the FY 2024-2025 Budget shall be revised at the end of the 2024-2025 fiscal year to reflect the actual expenditures of the District for the period beginning on October 1, 2024 and ending on September 30, 2025. The Developer shall not be responsible for any additional costs other than those costs provided for in the FY 2024-2025 Budget. However, if the actual expenditures of the District are less than the amount shown in the FY 2024-2025 Budget, the Developer's funding obligations under this Agreement shall be reduced by that amount.

## 3. Right to Lien Property.

- a. The District shall have the right to file a continuing lien ("Lien") upon the Property for all payments due and owing under this Agreement and for interest thereon, and for reasonable attorneys' fees, paralegals' fees, expenses and court costs incurred by the District incident to the collection of funds under this Agreement or for enforcement of this Lien. In the event the Developer sells any portion of the Property after the execution of this Agreement, the Developer's rights and obligations under this Agreement shall remain the same, provided however that the District shall only have the right to file a Lien upon the remaining Property owned by the Developer.
- b. The Lien shall be effective as of the date and time of the recording of a "Notice of Lien for the FY 2024-2025 Budget" in the public records of the county, stating among other things, the description of the real property and the amount due as of the recording of the Notice, and the existence of this Agreement.
- c. The District Manager, in its sole discretion, is hereby authorized by the District to file the Notice on behalf of the District, without the need of further Board action authorizing or directing such filing. At the District Manager's direction, the District may also bring an action at law against the record title holders to the Property to pay the amount due under this Agreement, may foreclose the Lien against the Property in any manner authorized by law, or may levy special assessments for the Lien amount and certify them for collection by the tax collector.
- **4. Default**. A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which shall include, but not be limited to, the right to seek specific performance of the Developer's payment obligations under this Agreement, but shall not include special, consequential, or punitive damages.
- 5. Enforcement and Attorney Fees. In the event either party is required to enforce this Agreement, then the prevailing party shall be entitled to all fees and costs, including reasonable attorney's fees and costs, from the non-prevailing party.
- **6. Governing Law and Venue**. This Agreement and the provisions contained herein shall be construed, interpreted and controlled according to the laws of the State of Florida with venue in the county where the District is located.
- 7. **Interpretation**. This Agreement has been negotiated fully between the parties as an arm's length transaction. The parties participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision

of this Agreement, the parties are each deemed to have drafted, chosen and selected the language, and the doubtful language will not be interpreted or construed against any party.

- **8. Termination of Agreement**. The Agreement shall be effective upon execution by both parties hereto and shall remain in force until the end of the 2024-2025 fiscal year on September 30, 2025. The lien and enforcement provisions of this Agreement shall survive its termination, until all payments due under this Agreement are paid in full.
- 9. Third Parties. This Agreement is solely for the benefit of the parties hereto and no right or cause of action shall accrue upon or by reason hereof, to or for the benefit of any third party not a formal party hereto. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the parties hereto any right, remedy or claim under or by reason of this Agreement or any provisions or conditions hereof; and all of the provisions, representations, covenants and conditions herein contained shall inure to the sole benefit of and shall be binding upon the parties hereto and their respective representatives, successors and assigns.
- **10. Amendments**. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both of the parties hereto.
- **11. Assignment**. This Agreement may be assigned, in whole or in part, by either party only upon the written consent of the other, which consent shall not be unreasonably withheld.
- **12. Authority**. The execution of this Agreement has been duly authorized by the appropriate body or official of all parties hereto, each party has complied with all the requirements of law, and each party has full power and authority to comply with the terms and provisions of this instrument.
- **13. Entire Agreement**. This instrument shall constitute the final and complete expression of this Agreement between the parties relating to the subject matter of this Agreement.

**IN WITNESS WHEREOF**, the parties have executed this Agreement as of the date first written above.

Develop	alm Grove Hillsborough oment, LLC, a limited liability company	Balm Grove Community Development District	
By:	<b>Eisenhower Management, Inc.</b> a Florida corporation Its Manager	Carlos de la Ossa Chair of the Board of Supervisors	
Nicholas Vice Pre			

Exhibit A: FY 2024-2025 Budget

#### **RESOLUTION 2024-06**

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BALM GROVE COMMUNITY DEVELOPMENT DISTRICT ADOPTING GOALS, OBJECTIVES, AND PERFORMANCE MEASURES AND STANDARDS; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

**WHEREAS,** the Balm Grove Community Development District (the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes; and

WHEREAS, effective July 1, 2024, the Florida Legislature adopted House Bill 7013, codified as Chapter 2024-136, Laws of Florida ("HB 7013") and creating Section 189.0694, Florida Statutes; and

WHEREAS, pursuant to HB 7013 and Section 189.0694, Florida Statutes, beginning October 1, 2024, the District shall establish goals and objectives for the District and create performance measures and standards to evaluate the District's achievement of those goals and objectives; and

**WHEREAS**, the District Manager has prepared the attached goals, objectives, and performance measures and standards and presented them to the Board of the District; and

**WHEREAS**, the District's Board of Supervisors ("Board") finds that it is in the best interests of the District to adopt by resolution the attached goals, objectives and performance measures and standards.

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

- **SECTION 1.** The recitals so stated are true and correct and by this reference are incorporated into and form a material part of this Resolution.
- **SECTION 2**. The District Board of Supervisors hereby adopts the goals, objectives and performance measures and standards as provided in **Exhibit A**. The District Manager shall take all actions to comply with Section 189.0694, Florida Statutes, and shall prepare an annual report regarding the District's success or failure in achieving the adopted goals and objectives for consideration by the Board of the District.
- **SECTION 3.** If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.
- **SECTION 4.** This resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this	day of, 2024.	
ATTEST:	BALM GROVE COMMUNITY DEVELOPMENT DISTRICT	
Secretary/Assistant Secretary	Chair, Board of Supervisors	

Exhibit A: Performance Measures/Standards and Annual Reporting

## **Exhibit A**



## **Memorandum**

**To:** Board of Supervisors

From: District Management

**Date**: August 28, 2024

**RE**: HB7013 – Special Districts Performance Measures and Standards

To enhance accountability and transparency, new regulations were established for all special districts, by the Florida Legislature, during its 2024 legislative session. Starting on October 1, 2024, or by the end of the first full fiscal year after its creation (whichever comes later), each special district must establish goals and objectives for each program and activity, as well as develop performance measures and standards to assess the achievement of these goals and objectives. Additionally, by December 1 each year (initial report due on December 1, 2025), each special district is required to publish an annual report on its website, detailing the goals and objectives achieved, the performance measures and standards used, and any goals or objectives that were not achieved.

District Management has identified the following key categories to focus on for Fiscal Year 2025 and develop statutorily compliant goals for each:

- Community Communication and Engagement
- Infrastructure and Facilities Maintenance
- Financial Transparency and Accountability

Additionally, special districts must provide an annual reporting form to share with the public that reflects whether the goals and objectives were met for the year. District Management has streamlined these requirements into a single document that meets both the statutory requirements for goal/objective setting and annual reporting.

The proposed goals/objectives and the annual reporting form are attached as exhibit A to this memo. District Management recommends that the Board of Supervisors adopt these goals and objectives to maintain compliance with HB7013 and further enhance its commitment to the accountability and transparency of the District.

## Exhibit A:

Goals, Objectives, and Annual Reporting Form

## THE Balm Grove Community Development District ("District") Performance Measures/Standards & Annual Reporting Form

## October 1, 2024 – September 30, 2025

## 1. Community Communication and Engagement

## **Goal 1.1: Public Meetings Compliance**

**Objective:** Hold at least twelve regular Board of Supervisor ("Board") meetings per year to conduct District-related business and discuss community needs.

**Measurement:** Number of public Board meetings held annually as evidenced by meeting minutes and legal advertisements.

**Standard:** A minimum of twelve Board meetings were held during the fiscal year.

**Achieved:** Yes □ No □

## **Goal 1.2: Notice of Meetings Compliance**

**Objective:** Provide public notice of each meeting in accordance with Florida Statutes, using at least two communication methods.

**Measurement:** Timeliness and method of meeting notices as evidenced by posting to the District's website, publishing in local newspaper of general circulation, and or via electronic communication.

**Standard:** 100% of meetings were advertised in accordance with Florida Statutes on at least two mediums (e.g., newspaper, District website, electronic communications).

**Achieved:** Yes  $\square$  No  $\square$ 

## **Goal 1.3: Access to Records Compliance**

**Objective:** Ensure that meeting minutes and other public records are readily available and easily accessible to the public by completing monthly District website checks.

**Measurement:** Monthly website reviews will be completed to ensure meeting minutes and other public records are up to date as evidenced by District Management's records.

**Standard:** 100% of monthly website checks were completed by District Management or

third party vendor. **Achieved:** Yes  $\square$  No  $\square$ 

## 2. Infrastructure and Facilities Maintenance

# Goal 2.1: Field Management and/or District Management Site Inspections Objective: Field manager and/or district manager will conduct inspections per District Management services agreement to ensure safety and proper functioning of the District's infrastructure. Measurement: Field manager and/or district manager visits were successfully completed per management agreement as evidenced by field manager and/or district manager's reports, notes or other record keeping method.

**Standard:** 100% of site visits were successfully completed as described within District Management services agreement

Achieved: Yes  $\square$  No  $\square$ 

## **Goal 2.2: District Infrastructure and Facilities Inspections**

**Objective:** District Engineer will conduct an annual inspection of the District's infrastructure and related systems.

Measurement: A minimum of one inspection compengineer's report related to District's infrastructure Standard: Minimum of one inspection was completengineer.  Achieved: Yes □ No □	and related systems.
3. Financial Transparency and Accountability	
Goal 3.1: Annual Budget Preparation	
Objective: Prepare and approve the annual propose was adopted by September 30 each year.  Measurement: Proposed budget was approved by the budget was adopted by September 30 as evidenced documents listed on the District's website and/or website and/or website and posted to the District's website.  Achieved: Yes □ No □	the Board before June 15 and final by meeting minutes and budget ithin District records.
Goal 3.2: Financial Reports	
Objective: Publish to the District's website the most documents: Annual audit, current fiscal year budget recent financials within the latest agenda package.  Measurement: Annual audit, previous years' budge public as evidenced by corresponding documents of Standard: District's website contains 100% of the annual audit, most recent adopted/amended fiscal y package with updated financials.  Achieved: Yes □ No □	ets, and financials are accessible to the n the District's website. following information: Most recent
Goal 3.3: Annual Financial Audit	
Objective: Conduct an annual independent financia publish the results to the District's website for publiof Florida.  Measurement: Timeliness of audit completion and	ic inspection, and transmit to the State publication as evidenced by meeting
minutes showing Board approval and annual audit i	is available on the District's website
and transmitted to the State of Florida. <b>Standard:</b> Audit was completed by an independent requirements and results were posted to the District of Florida. <b>Achieved:</b> Yes □ No □	<u> </u>
SIGNATURES:	
Chair/Vice Chair:	Date:
Printed Name:	Date.
Balm Grove Community Development District	
District Management of the Control o	<b>D</b> .
District Manager:	Date:

Balm Grove Community Development District

#### **RESOLUTION 2024-07**

A RESOLUTION OF THE BOARD OF SUPERVISORS DESIGNATING THE OFFICERS OF BALM GROVE COMMUNITY DEVELOPMENT DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE.

**WHEREAS**, Balm Grove Community Development District (the "District"), is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statues, being situated entirely within the County of Hillsborough; and

WHEREAS, pursuant to Section 190.006(2), Florida Statutes, a landowners meeting was held for the purpose of electing supervisors of the District; and

**WHEREAS**, the Board of Supervisors (hereinafter the "Board") now desires to designate the Officers of the District per F.S. 190.006(6).

# NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF BALM GROVE COMMUNITY DEVELOPMENT DISTRICT:

	sistant Secretary	Print Name: Chairman/ Vice Chair of the Board of Supervisors
ATTEST:		BALM GROVE COMMUNITY DEVELOPMENT DISTRICT
		IS 5 <sup>th</sup> DAY OF SEPTEMBER 2024.
2.		ome effective immediately upon its adoption.
	Alberto Viera	Assistant Secretary
	Ryan Motko	·
	Kelly Evans	·
	Bryan Radcliff	Assistant Secretary
	Leah Popelka	
	Eric Davidson	Treasurer
	Brian Lamb	Secretary
	Nicholas Dister	Vice-Chairman
	Carlos de la Ossa	Chairman
1.		e elected to the offices shown to wit:

## MINUTES OF MEETING BALM GROVE COMMUNITY DEVELOPMENT DISTRICT

1	The regular meeting of the Board of Supervisors of Balm Grove Community										
2	Development District was held on Thursday, August 1, 2024, and called to order at 2:20 pm at										
3	the Offices of Inframark locate	ed at 2005 Pan Am C	ircle, Suite 300, Tampa, Florida 33607.								
4 5 6	Present and constituting a quorum were:										
7	Carlos de la Ossa		Chairperson								
8	Nicholas Dister		Vice Chairperson (via phone)								
9	Ryan Motko		Assistant Secretary (via phone)								
10	Albert Viera		Assistant Secretary								
11	Kelly Evans		Assistant Secretary								
12											
13	Also present were:										
14 15	Devon Dodoliff		District Manager								
16	Bryan Radcliff Jayna Cooper		District Manager District Manager								
17	Kathryn Hopkinson		District Wallager District Counsel								
18	Cary Allen Webster		District Counsel								
19	Gary Schwartz		Field Services								
20											
21	The following is a sum	mary of the discussi	ions and actions taken.								
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22	FIDET ODDED OF DUCINE	100									
23	FIRST ORDER OF BUSINE		Call to Order/Roll Call								
24			Call to Order/Roll Call d a quorum was established.								
24 25	Mr. Radcliff called the	meeting to order, an	d a quorum was established.								
24 25 26	Mr. Radcliff called the SECOND ORDER OF BUSI	meeting to order, an	d a quorum was established.  Public Comments on Agenda Items								
24 25 26 27	Mr. Radcliff called the	meeting to order, an	d a quorum was established.  Public Comments on Agenda Items								
24 25 26 27 28	Mr. Radcliff called the  SECOND ORDER OF BUSI  There being none, the r	meeting to order, an  NESS  next order of busines	d a quorum was established.  Public Comments on Agenda Items s followed.								
24 25 26 27 28 29	Mr. Radcliff called the  SECOND ORDER OF BUSI  There being none, the r  THIRD ORDER OF BUSIN	meeting to order, an  NESS next order of busines  ESS	d a quorum was established.  Public Comments on Agenda Items s followed.  Business Items								
24 25 26 27 28 29 30	Mr. Radcliff called the  SECOND ORDER OF BUSI  There being none, the r  THIRD ORDER OF BUSINE  A. Consideration of R	meeting to order, an NESS next order of business ESS tesolution 2024-05, \$	d a quorum was established.  Public Comments on Agenda Items s followed.								
24 25 26 27 28 29 30 31	Mr. Radcliff called the  SECOND ORDER OF BUSI  There being none, the r  THIRD ORDER OF BUSIN	meeting to order, an NESS next order of business ESS tesolution 2024-05, \$	d a quorum was established.  Public Comments on Agenda Items s followed.  Business Items								
24 25 26 27 28 29 30	Mr. Radcliff called the  SECOND ORDER OF BUSI  There being none, the r  THIRD ORDER OF BUSINE  A. Consideration of R	meeting to order, an NESS next order of business ESS tesolution 2024-05, \$	d a quorum was established.  Public Comments on Agenda Items s followed.  Business Items								
24 25 26 27 28 29 30 31 32	Mr. Radcliff called the  SECOND ORDER OF BUSI  There being none, the r  THIRD ORDER OF BUSINE  A. Consideration of R	meeting to order, an NESS next order of business tesolution 2024-05, so scheduled dates:	d a quorum was established.  Public Comments on Agenda Items s followed.  Business Items Setting Fiscal Year 2025 Meeting Schedule								
24 25 26 27 28 29 30 31 32 33	Mr. Radcliff called the  SECOND ORDER OF BUSI  There being none, the r  THIRD ORDER OF BUSINE  A. Consideration of R	NESS next order of business ESS tesolution 2024-05, See scheduled dates: October 3, 2024	d a quorum was established.  Public Comments on Agenda Items s followed.  Business Items Setting Fiscal Year 2025 Meeting Schedule  2:00 p.m.								
24 25 26 27 28 29 30 31 32 33 34	Mr. Radcliff called the  SECOND ORDER OF BUSI  There being none, the r  THIRD ORDER OF BUSINE  A. Consideration of R	NESS next order of business  ESS tesolution 2024-05, See scheduled dates:  October 3, 2024  November 7, 2024	d a quorum was established.  Public Comments on Agenda Items s followed.  Business Items Setting Fiscal Year 2025 Meeting Schedule  2:00 p.m.  2:00 p.m.								
24 25 26 27 28 29 30 31 32 33 34 35	Mr. Radcliff called the  SECOND ORDER OF BUSI  There being none, the r  THIRD ORDER OF BUSINE  A. Consideration of R	NESS next order of business  ESS tesolution 2024-05, Sees scheduled dates:  October 3, 2024  November 7, 2024  December 5, 2024	d a quorum was established.  Public Comments on Agenda Items s followed.  Business Items Setting Fiscal Year 2025 Meeting Schedule  2:00 p.m.  2:00 p.m.  2:00 p.m.								
24 25 26 27 28 29 30 31 32 33 34 35	Mr. Radcliff called the  SECOND ORDER OF BUSI  There being none, the r  THIRD ORDER OF BUSINE  A. Consideration of R	NESS next order of business  ESS Lesolution 2024-05, See scheduled dates:  October 3, 2024  November 7, 2024  December 5, 2024  January 2, 2025	Public Comments on Agenda Items s followed.  Business Items Setting Fiscal Year 2025 Meeting Schedule  2:00 p.m.  2:00 p.m.  2:00 p.m.  2:00 p.m.								
24 25 26 27 28 29 30 31 32 33 34 35 36	Mr. Radcliff called the  SECOND ORDER OF BUSI  There being none, the r  THIRD ORDER OF BUSINE  A. Consideration of R	NESS next order of business  ESS tesolution 2024-05, See scheduled dates:  October 3, 2024 November 7, 2024 December 5, 2024 January 2, 2025 February 6, 2025	d a quorum was established.  Public Comments on Agenda Items s followed.  Business Items Setting Fiscal Year 2025 Meeting Schedule  2:00 p.m.  2:00 p.m.  2:00 p.m.  2:00 p.m.  2:00 p.m.								
24 25 26 27 28 29 30 31 32 33 34 35 36 37	Mr. Radcliff called the  SECOND ORDER OF BUSI  There being none, the r  THIRD ORDER OF BUSINE  A. Consideration of R	NESS next order of business  ESS tesolution 2024-05, See scheduled dates:  October 3, 2024 November 7, 2024 December 5, 2024 January 2, 2025 February 6, 2025 March 6, 2025	Public Comments on Agenda Items s followed.  Business Items Setting Fiscal Year 2025 Meeting Schedule  2:00 p.m. 2:00 p.m. 2:00 p.m. 2:00 p.m. 2:00 p.m. 2:00 p.m.								
24 25 26 27 28 29 30 31 32 33 34 35 36 37 38	Mr. Radcliff called the  SECOND ORDER OF BUSI  There being none, the r  THIRD ORDER OF BUSINE  A. Consideration of R	NESS next order of business  ESS Lesolution 2024-05, Some scheduled dates:  October 3, 2024  November 7, 2024  December 5, 2024  January 2, 2025  February 6, 2025  March 6, 2025  April 3, 2025	d a quorum was established.  Public Comments on Agenda Items s followed.  Business Items Setting Fiscal Year 2025 Meeting Schedule  2:00 p.m.  2:00 p.m.  2:00 p.m.  2:00 p.m.  2:00 p.m.  2:00 p.m.  2:00 p.m.								

**BALM GROVE CDD** 

August 1, 2024 43 August 7, 2025 2:00 p.m. 44 2:00 p.m. September 4, 2025

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On MOTION by Mr. de la Ossa seconded by Ms. Evans, with all in favor, Resolution 2024-05, Setting Fiscal Year 2025 Meeting Schedule as detailed above. 5-0

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#### FOURTH ORDER OF BUSINESS

#### **Consent Agenda**

- A. Approval of Minutes of the July 11, 2024 Public Hearing & Regular Meeting
- B. Acceptance of the Financials and Approval of the Check Register for June 2024

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On MOTION by Ms. Evans seconded by Mr. de la Ossa, with all in favor, the Consent Agenda was approved. 5-0

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#### FIFTH ORDER OF BUSINESS

#### **Staff Reports**

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

There being no reports, the next item followed.

i. Field Inspections Report

The Inspections Report was presented a copy of which is concluded in the agenda

package.

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#### SIXTH ORDER OF BUSINESS

**Board of Supervisors' Requests and** 

**Comments** 

The being none, the next order of business followed.

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## SEVENTH ORDER OF BUSINESS

**Public Comments** 

There being none, the next order of business followed.

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#### EIGHTH ORDER OF BUSINESS

Adjournment

There being no further business,

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On MOTION by Mr. de la Ossa seconded by Mr. Motko, with all in favor the meeting was adjourned at 2:23 pm. 5-0

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Bryan Radcliff 82 83

District Manager

Carlos de la Ossa Chairperson

Begin Date	7/1/2024
End Date	7/31/2024
Run For Month	Jul-24

Show Invoice Total Column	Yes
Show Invoice Date	Yes

## BALM GROVE CDD

## **Summary of Operations and Maintenance Invoices**

Vendor	Vendor Invoice Invoice/Account Amou		Amount	Invoice Total	Comments/Description
Monthly Contract					
ECO-LOGIC SERVICES LLC	6/30/2024	4055	\$3,675.00	\$3,675.00	JUNE 2024 LAKE MAINT
INFRAMARK LLC	5/2/2024	124187	\$2.56	\$2.56	MANAGEMENT FEE MAY 2024
INFRAMARK LLC	5/7/2024	124801	\$125.00		MANAGMENT FEE MAY 24
INFRAMARK LLC	5/7/2024	124801	\$291.67		MANAGMENT FEE MAY 24
INFRAMARK LLC	5/7/2024	124801	\$1,375.00		MANAGMENT FEE MAY 24
INFRAMARK LLC	5/7/2024	124801	\$1,000.00		MANAGMENT FEE MAY 24
INFRAMARK LLC	5/7/2024	124801	\$416.67		MGMNT SVC MAY 2024
INFRAMARK LLC	5/7/2024	124801	\$125.00	\$3,333.34	MGMNT FEE MAY 2024
INFRAMARK LLC	6/3/2024	#126187	\$125.00		MANAGMENT FEE JUNE 24
INFRAMARK LLC	6/3/2024	#126187	\$291.67		MANAGMENT FEE JUNE 24
INFRAMARK LLC	6/3/2024	#126187	\$1,375.00		MANAGMENT FEE MAY 24
INFRAMARK LLC	6/3/2024	#126187	\$1,000.00		MANAGMENT FEE JUNE 24
INFRAMARK LLC	6/3/2024	#126187	\$416.67		MGMNT FEE JUNE 2024
INFRAMARK LLC	6/3/2024	#126187	\$125.00	\$3,333.34	MGMNT FEE JUNE 24
LANDSCAPE MAINT PROFESSIONALS INC	7/1/2024	184848	\$3,775.00	\$3,775.00	LANDSCAPE JULY 2024
LANDSCAPE MAINT PROFESSIONALS INC	8/1/2024	185572	\$3,775.00	\$3,775.00	GROUND MAINT AUG 2024
Monthly Contract Subtotal			\$17,894.24	\$17,894.24	
Variable Contract					
ALBERTO VIERA	7/11/2024	AV 071124	\$200.00	\$200.00	SUPERVISOR FEE
CARLOS DE LA OSSA	7/11/2024	CDLO 071124	\$200.00	\$200.00	SUPERVISOR FEE
GRAU & COMPANY	7/1/2024	26064	\$2,500.00	\$2,500.00	AUDIT FYE 09/30/24
KELLY A EVANS	7/11/2024	KE 071124	\$200.00	\$200.00	SUPERVISOR FEE
NICHOLAS J. DISTER	7/11/2024	ND 071124	\$200.00	\$200.00	SUPERVISOR FEE
RYAN MOTKO	7/11/2024	RM 071124	\$200.00	\$200.00	SUPERVISOR FEE
Variable Contract Subtotal			\$3,500.00	\$3,500.00	
Regular Services					

## July 2024 Meeting

## BALM GROVE CDD

## **Summary of Operations and Maintenance Invoices**

Vendor	Vendor Invoice Invoice/Account Amount Amount		Invoice Total	Comments/Description			
ECO-LOGIC SERVICES LLC	5/28/2024	3934	\$15,550.00	\$15,550.00	LAKE TREATMENT		
STANTEC CONSULTING SERVICES INC	5/29/2024	2238736	\$520.00	\$520.00	PROF SVCS GENERAL CONSULTING		
STRALEY ROBIN VERICKER	6/11/2024	24715	\$3,012.85	\$3,012.85	PROF SVCS THRU MAY 2024		
STRALEY ROBIN VERICKER	7/9/2024	24900	\$3,185.50	\$3,185.50	PROFESSIONAL SERVICES		
TIMES PUBLISHING COMPANY	6/19/2024	314445-061924	\$2,749.00	\$2,749.00	LEGAL AD JUNE 2024		
Regular Services Subtotal			\$25,017.35	\$25,017.35			
TOTAL			\$46,411.59	\$46,411.59			

## Balm Grove Community Development District

Financial Statements (Unaudited)

Period Ending July 31, 2024

Prepared by:



2005 Pan Am Circle ~ Suite 300 ~ Tampa, Florida 33607 Phone (813) 873-7300 ~ Fax (813) 873-7070

## **Balance Sheet**

As of July 31, 2024 (In Whole Numbers)

					S	ERIES 2022					
			S	<b>ERIES 2022</b>		CAPITAL		GENERAL		GENERAL	
	G	ENERAL	DE	BT SERVICE	F	PROJECTS	FIX	XED ASSETS	L	ONG-TERM	
ACCOUNT DESCRIPTION		FUND	FUND			FUND		FUND		DEBT FUND	 TOTAL
<u>ASSETS</u>											
Cash - Operating Account	\$	9,109	\$	-	\$	-	\$	-	\$	-	\$ 9,109
Due From Developer		23,780		-		-		-		-	23,780
Investments:											
Acq. & Const. (Offsite Project)		-		12,945		110,805		-		-	123,750
Acq. & Construction - Amenity		-		2,694		684,329		-		-	687,023
Acquisition & Construction Account		-		-		1,783		-		-	1,783
Other		-		847		216,422		-		-	217,269
Reserve Fund		-		614,363		-		-		-	614,363
Revenue Fund		-		308,849		-		-		-	308,849
Fixed Assets											
Construction Work In Process		-		-		-		8,665,160		-	8,665,160
Amount To Be Provided										21,435,000	21,435,000
TOTAL ASSETS	\$	32,889	\$	939,698	\$	1,013,339	\$	8,665,160	\$	21,435,000	\$ 32,086,086
<u>LIABILITIES</u>											
Accounts Payable	\$	60,203	\$	-	\$	-	\$	-	\$	-	\$ 60,203
Accrued Expenses		3,334		-		-		-		-	3,334
Bonds Payable		-		-		-		-		21,435,000	21,435,000
Due To Other Funds		-		1		-		-		-	1
Deferred Inflow of Resources		23,780		-		-		-		-	23,780
TOTAL LIABILITIES		87,317		1		_		_		21,435,000	21,522,318

## **Balance Sheet**

As of July 31, 2024 (In Whole Numbers)

**SERIES 2022** 

			SERIES 2022			
		<b>SERIES 2022</b>	CAPITAL	GENERAL	GENERAL	
	<b>GENERAL</b>	DEBT SERVICE	<b>PROJECTS</b>	FIXED ASSETS	LONG-TERM	
ACCOUNT DESCRIPTION	FUND	FUND	FUND	FUND	DEBT FUND	TOTAL
FUND BALANCES						
Restricted for:						
Debt Service	-	939,697	-	-	-	939,697
Capital Projects	-		1,013,339	-	-	1,013,339
Unassigned:	(54,428	-	-	8,665,160	-	8,610,732
TOTAL FUND BALANCES	(54,428	939,697	1,013,339	8,665,160	-	10,563,768
TOTAL LIABILITIES & FUND BALANCES	\$ 32,889	939,698	\$ 1,013,339	\$ 8,665,160	\$ 21,435,000	\$ 32,086,086

## Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending July 31, 2024 General Fund (001) (In Whole Numbers)

ACCOUNT DESCRIPTION		ANNUAL ADOPTED BUDGET		YEAR TO DATE ACTUAL		RIANCE (\$) V(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD	
<u>REVENUES</u>								
Special Assmnts- CDD Collected	\$	118,425	\$	82,630	\$	(35,795)	69.77%	
TOTAL REVENUES		118,425		82,630		(35,795)	69.77%	
EXPENDITURES								
<u>Administration</u>								
Supervisor Fees		3,000		9,000		(6,000)	300.00%	
ProfServ-Construction		9,000		-		9,000	0.00%	
ProfServ-Dissemination Agent		4,200		4,167		33	99.21%	
ProfServ-Info Technology		600		1,000		(400)	166.67%	
ProfServ-Recording Secretary		2,400		-		2,400	0.00%	
ProfServ-Trustee Fees		6,500		5,724		776	88.06%	
District Counsel		9,500		13,165		(3,665)	138.58%	
District Engineer		9,500		2,545		6,955	26.79%	
Administrative Services		4,500		-		4,500	0.00%	
District Management		25,000		13,250		11,750	53.00%	
Accounting Services		9,000		2,917		6,083	32.41%	
Auditing Services		6,000		2,500		3,500	41.67%	
Website Compliance		1,800		1,500		300	83.33%	
Postage, Phone, Faxes, Copies		500		38		462	7.60%	
Rentals & Leases		600		-		600	0.00%	
Public Officials Insurance		2,500		2,516		(16)	100.64%	
Legal Advertising		3,500		3,726		(226)	106.46%	
Bank Fees		200		-		200	0.00%	
Financial & Revenue Collections		1,200		-		1,200	0.00%	
Meeting Expense		4,000		-		4,000	0.00%	
Website Administration		1,200		1,250		(50)	104.17%	
Miscellaneous Expenses		250		3,000		(2,750)	1200.00%	
Office Supplies		100		-		100	0.00%	
Dues, Licenses, Subscriptions		175		1,675		(1,500)	957.14%	
Total Administration		105,225		67,973		37,252	64.60%	
<u>Utility Services</u>								
Utility - Electric				13,816		(13,816)	0.00%	
Total Utility Services		-		13,816		(13,816)	0.00%	

## Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending July 31, 2024 General Fund (001) (In Whole Numbers)

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
Other Physical Environment				
Contracts - Landscape	-	9,438	(9,438)	0.00%
Insurance - General Liability	3,200	3,074	126	96.06%
Total Other Physical Environment	3,200	12,512	(9,312)	391.00%
Parks and Recreation				
Misc-Contingency	10,000	24,350	(14,350)	243.50%
Total Parks and Recreation	10,000	24,350	(14,350)	243.50%
TOTAL EXPENDITURES	118,425	118,651	(226)	100.19%
Excess (deficiency) of revenues				
Over (under) expenditures		(36,021)	(36,021)	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2023)		(18,407)		
FUND BALANCE, ENDING		\$ (54,428)		

## Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending July 31, 2024 Series 2022 Debt Service Fund (200) (In Whole Numbers)

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	 AR TO DATE ACTUAL	RIANCE (\$)	YTD ACTUAL AS A % OF ADOPTED BUD
<u>REVENUES</u>				
Interest - Investments	\$ -	\$ 57,172	\$ 57,172	0.00%
Special Assmnts- CDD Collected	1,227,281	1,472,432	245,151	119.98%
TOTAL REVENUES	1,227,281	1,529,604	302,323	124.63%
EXPENDITURES  Debt Service				
Principal Debt Retirement	802,281	410,000	392,281	51.10%
Interest Expense	425,000	808,944	(383,944)	190.34%
Total Debt Service	1,227,281	 1,218,944	8,337	99.32%
TOTAL EXPENDITURES	1,227,281	1,218,944	8,337	99.32%
Excess (deficiency) of revenues				
Over (under) expenditures		 310,660	310,660	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2023)		629,037		
FUND BALANCE, ENDING		\$ 939,697		

## Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending July 31, 2024 Series 2022 Capital Projects Fund (300) (In Whole Numbers)

ACCOUNT DESCRIPTION	ANNU. ADOPT BUDG	ED	YE	AR TO DATE ACTUAL	ARIANCE (\$) AV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
REVENUES						
Interest - Investments	\$	-	\$	70,931	\$ 70,931	0.00%
Special Assmnts- CDD Collected		-		721,657	721,657	0.00%
Developer Contribution		-		570,568	570,568	0.00%
TOTAL REVENUES		-		1,363,156	1,363,156	0.00%
EXPENDITURES  Construction In Progress  Construction in Progress  Total Construction In Progress		<u>-</u>		3,751,314 3,751,314	(3,751,314) (3,751,314)	0.00%
TOTAL EXPENDITURES		-		3,751,314	(3,751,314)	0.00%
Excess (deficiency) of revenues  Over (under) expenditures				(2,388,158)	(2,388,158)	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2023)				3,401,497		
FUND BALANCE, ENDING			\$	1,013,339		

## Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending July 31, 2024 General Fixed Assets Fund (900) (In Whole Numbers)

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
REVENUES				
TOTAL REVENUES	-	-	-	0.00%
<u>EXPENDITURES</u>				
TOTAL EXPENDITURES	-	-	-	0.00%
Excess (deficiency) of revenues Over (under) expenditures				0.00%
FUND BALANCE, BEGINNING (OCT 1, 2023)		8,665,160		
FUND BALANCE, ENDING		\$ 8,665,160		

## **Bank Account Statement**

Balm Grove CDD

 Bank Account No.
 6637

 Statement No.
 24\_07

 Statement Date
 07/31/2024

8,723.96	Statement Balance	9,109.19	GL Balance (LCY)
385.23	<b>Outstanding Deposits</b>	9,109.19	GL Balance
9,109.19	Subtotal	0.00	Positive Adjustments
0.00	<b>Outstanding Checks</b>		
		9,109.19	Subtotal
9,109.19	Ending Balance	0.00	Negative Adjustments
		9,109.19	Ending G/L Balance

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Checks						0.00
05 (07 (000 )			51 1 5 11 1 1100010	222.22		0.00
06/25/2024	,	1175	Check for Vendor V00010	-200.00	-200.00	0.00
06/25/2024	Payment	1177	Check for Vendor V00017	-200.00	-200.00	0.00
06/25/2024	Payment	1178	Check for Vendor V00019	-200.00	-200.00	0.00
06/27/2024	Payment	1180	Check for Vendor V00036	-5,662.50	-5,662.50	0.00
07/23/2024	Payment	1181	Check for Vendor V00015	-200.00	-200.00	0.00
07/23/2024	Payment	1182	Check for Vendor V00023	-200.00	-200.00	0.00
07/23/2024	Payment	1183	Check for Vendor V00019	-200.00	-200.00	0.00
07/23/2024	Payment	1184	Check for Vendor V00010	-200.00	-200.00	0.00
07/23/2024	Payment	1185	Check for Vendor V00017	-200.00	-200.00	0.00
Total Checks				-7,262.50	-7,262.50	0.00
Outstanding I	Deposits					
05/01/2024 Total Outstan	ding Deposi	JE000404 <b>ts</b>	ACH_Utility - Electric			385.23 385.23

# BALM GROVE INSPECTION REPORT.8/19/24, 10:11 PM

Balm Grove CDD.

Monday, August 19, 2024

**Prepared For Board of supervisors.** 

1

19 Issue Identified





## **Balm Road & Topaz Blue.**

Assigned To District manager.

The South side entrance sign is clean and looks good.



**Pond.**Assigned To Eco Logic.

The pond looks good.



**Balm Road.**Assigned To District manager.
Heading South on the sidewalk



**Balm Road & Blue Topaz.** 

Assigned To District manager.

The North side entrance sign is clean and looks good.



## **Balm Road & Blue Topaz.**

Assigned To District manager. Heading North on the sidewalk.



# Balm Wimauma Road & Violet Flame.

Assigned To District manager.

The entrance sign is clean and looks good.



**Violet Flame.** 

Assigned To District manager.

The wash-out needs to be cleaned.



Balm Wimauma Road.

Assigned To District manager.

Heading South on the sidewalk.



## Balm Wimauma Road.

Assigned To District manager.

The North side entrance sign is clean and looks good.



## Balm Wimauma Road.

Assigned To District manager.

The wash-out needs to be cleaned.



Pond.
Assigned To Eco Logic.
The pond looks good.



Pond.
Assigned To Eco Logic.
The pond looks good.



Pond.
Assigned To Eco Logic.
The pond looks good.



Pond.
Assigned To Eco Logic.
The pond looks good.



Pond.
Assigned To Eco Logic.
The pond looks good.



**Pond.**Assigned To Eco Logic.



Pond.
Assigned To Eco Logic.
The pond looks good.



Goldstone Court.

Assigned To District manager.

The playground build is in progress.



## Zircon Blue.

Assigned To District manager.

The mailboxes are clean and look good.