



Rizzetta & Company

The Groves Community Development District

Board of Supervisors' 1st Audit & Regular Meetings February 7, 2023

**District Office:
5844 Old Pasco Road, Suite 100
Wesley Chapel, FL 33544
813-994-1001**

www.thegrovescdd.org

THE GROVES COMMUNITY DEVELOPMENT DISTRICT

The Groves Civic Center, 7924 Melogold Circle, Land O' Lakes, FL 34637

Board of Supervisors	Bill Boutin	Chairman
	Richard Loar	Vice Chairman
	Jimmy Allison	Assistant Secretary
	James Nearey	Assistant Secretary
	Christina Cunningham	Assistant Secretary
District Manager	Gregory Cox	Rizzetta & Company, Inc.
District Counsel	Vivek Babbar	Straley Robin & Vericker
District Engineer	Stephen Brletic	BDI Engineering

All cellular phones must be placed on mute while in the meeting room.

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (813) 933-5571. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that 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.

THE GROVES COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE - 5844 OLD PASCO RD - SUITE 100 - WESLEY CHAPEL, FL 33544
MAILING ADDRESS - 3434 COLWELL AVE - SUITE 200 - TAMPA, FL 33614
WWW.THEGROVESCDD.ORG

Board of Supervisors
The Groves Community
Development District

February 6, 2023

REVISED AGENDA

Dear Board Members:

The 1st audit committee and regular meetings of the Board of Supervisors of The Groves Community Development District will be held on **Tuesday, February 7, 2023, at 10:00 a.m.** to be held at The Groves Civic Center, located at 7924 Melogold Circle, Land O' Lakes, FL 34637. The following is the agenda for this meeting.

AUDIT COMMITTEE MEETING

- 1. CALL TO ORDER/ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. BUSINESS ADMINISTRATION**
 - A. Presentation of Audit Proposal Instructions.....Tab 1
 - B. Presentation of Audit Evaluation Criteria.....Tab 2
 - C. Consideration of the Audit Proposal Advertisement.....Tab 3
- 4. ADJOURNMENT**

BOARD OF SUPERVISORS MEETING

- 1. CALL TO ORDER / ROLL CALL**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. Aquatics Report
 1. January Waterway Inspection Report – Steadfast.....Tab 4
 - D. Clubhouse Manager
 1. January 2023 Clubhouse Manager's Report.....Tab 5
 - E. District Manager
 1. January 2023 Manager Report and Projects Management Plan Update.....Tab 6
 2. Review of 4th Quarter Website Audit
- 4. BUSINESS ITEMS**
 - A. Discussion of B9B/Social Club Donated Alcohol
 - B. Discussion of B9B Flooring Repair
 - C. Discussion of Bridge Renovation Workshop
 - D. Discussion of Pool and Spa Renovation RFP
 - E. Consideration of Night Swimming Lighting Proposals.....Tab 7
 - F. Consideration of Proposals for Electric Repairs at Front Entrances **(under separate cover)**
 - G. Consideration of Proposals for RV Park Lighting **(under separate cover)**
 - H. Consideration of Rim Ditch Maintenance Agreement.....Tab 8
 - I. Discussion of Memorial Plaques Placement Policies.....Tab 9
 - J. Consideration of Pool Service Quote from Copper Pool.....Tab 10

5. BUSINESS ADMINISTRATION

- A.** Consideration of Minutes of Board of Supervisors'
Regular Meeting held on January 10, 2023.....Tab 11
- B.** Consideration of Operations & Maintenance
Expenditures for December 2022.....Tab 12

6. SUPERVISOR REQUESTS

7. 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) 994-1001.

Sincerely,
Gregory Cox
District Manager

Tab 1

**THE GROVES COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS**

**District Auditing Services for Fiscal Years 2023-2027
Pasco County, Florida**

INSTRUCTIONS TO PROPOSERS

SECTION 1. DUE DATE. Sealed proposals must be received no later than **March 15, 2023, at 12:00 p.m.**, at the offices of District Manager, located at 5844 Old Pasco Rd, Suite 100, Wesley Chapel, Florida 33544. Proposals will be publicly opened at that time.

SECTION 2. FAMILIARITY WITH THE LAW. By submitting a proposal, the Proposer is assumed to be familiar with all federal, state, and local laws, ordinances, rules and regulations that in any manner affect the work. Ignorance on the part of the Proposer will in no way relieve it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.

SECTION 3. QUALIFICATIONS OF PROPOSER. The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience and licensing to do the work specified herein. The Proposer shall submit with its proposal satisfactory evidence of experience in similar work and show that it is fully prepared to complete the work to the satisfaction of the District.

SECTION 4. SUBMISSION OF ONLY ONE PROPOSAL. Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

SECTION 5. SUBMISSION OF PROPOSAL. Submit one (1) digital copy and one (1) hard copy of the Proposal Documents, and other requested attachments at the time and place indicated herein, which shall be enclosed in an opaque sealed envelope, marked with the title “Auditing Services – The Groves Community Development District” on the face of it.

SECTION 6. MODIFICATION AND WITHDRAWAL. Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where proposals are to be submitted at any time prior to the time and date the proposals are due. No proposal may be withdrawn after opening for a period of ninety (90) days.

SECTION 7. PROPOSAL DOCUMENTS. The proposal documents shall consist of the notice announcing the request for proposals, these instructions, the Evaluation Criteria Sheet and a proposal with all required documentation pursuant to Section 12 of these instructions (the “Proposal Documents”).

SECTION 8. PROPOSAL. In making its proposal, each Proposer represents that it has read and understands the Proposal Documents and that the proposal is made in accordance therewith.

SECTION 9. BASIS OF AWARD/RIGHT TO REJECT. The District reserves the right to reject any and all proposals, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

SECTION 10. CONTRACT AWARD. Within fourteen (14) days of receipt of the Notice of Award from the District, the Proposer shall enter into and execute a Contract (engagement letter) with the District.

SECTION 11. LIMITATION OF LIABILITY. Nothing herein shall be construed as or constitute a waiver of Districts limited waiver of liability contained in section 768.28, Florida Statutes, or any other statute or law.

SECTION 12. MISCELLANEOUS. All proposals shall include the following information in addition to any other requirements of the proposal documents.

- A. List position or title of all personnel to perform work on the District audit. Include resumes for each person listed; list years of experience in present position for each party listed and years of related experience.
- B. Describe proposed staffing levels, including resumes with applicable certifications.
- C. Three references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.
- D. The lump sum cost of the provision of the services under the proposal

SECTION 13. PROTESTS. Any protest regarding the Proposal Documents, must be filed in writing, at the offices of the District Manager, within seventy-two (72) hours after the receipt of the proposed project plans and specifications or other contract documents. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid plans, specifications or contract documents.

SECTION 14. EVALUATION OF PROPOSALS. The criteria to be used in the evaluation of proposals are presented in the Evaluation Criteria Sheet, contained within the Proposal Documents.

Tab 2

EVALUATION CRITERIA

1. *Ability of Personnel.*

(20 Points)

(E.g., geographic locations of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel; present ability to manage this project; evaluation of existing work load; proposed staffing levels, etc.)

2. *Proposer's Experience.*

(20 Points)

(E.g. past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other Community Development Districts in other contracts; character, integrity, reputation, of respondent, etc.)

3. *Understanding of Scope of Work.*

(20 Points)

Extent to which the proposal demonstrates an understanding of the District's needs for the services requested.

4. *Ability to Furnish the Required Services.*

(20 Points)

Extent to which the proposal demonstrates the adequacy of Proposer's financial resources and stability as a business entity necessary to complete the services required (E.g. the existence of any natural disaster plan for business operations).

5 *Price*

(20 Points)

Points will be awarded based upon the price bid for the rendering of the services and reasonable ness of the price to the services

Total

(100 Points)

Tab 3

THE GROVES COMMUNITY DEVELOPMENT DISTRICT REQUEST FOR PROPOSALS FOR ANNUAL AUDIT SERVICES

The Groves Community Development District hereby requests proposals for annual financial auditing services. The proposal must provide for the auditing of the District's financial records for the fiscal years ending September 30, 2023, 2024, 2025, 2026 and 2027. The District is a local unit of special-purpose government created under Chapter 190, Florida Statutes, for the purpose of financing, constructing, and maintaining public infrastructure. The District was created by Pasco County Ordinance and it has issued Special Assessment Revenue Bonds Series 2000 to finance the acquisition and construction of certain improvements for the benefit of the District. For fiscal year 2022/2023, the District had a total annual operating budget of approximately \$1,470,255.32. The final contract will require that among other things, the audit for the period ending September 30, 2023 be completed no later than March 1, 2024.

The Auditing entity submitting a proposal must be duly licensed under Chapter 173, Florida Statutes and be qualified to conduct audits in accordance with "Government Auditing Standards", as adopted by the Florida Board of Accountancy. Audits shall be conducted in accordance with Florida Law and particularly Section 218.39, Florida Statutes, and the rules of the Florida Auditor General.

Proposal packages, which include evaluation criteria and instructions to proposers, are available from the District Manager at the address and telephone number listed below as of February 15, 2023 at 12:00 p.m. Any protest regarding the Proposal Documents must be filed in writing at the offices of the District Manager, within seventy-two (72) hours after the Proposal Documents are first made available for pick up.

Proposers must provide one (1) digital copy and seven (7) hard copies of their proposal to Gregory Cox, District Manager, c/o Rizzetta & Company, Inc., located at 5844 Old Pasco Rd, Suite 100, Wesley Chapel, Florida 33544, in a sealed envelope marked on the outside "Auditing Services – The Groves Community Development District." **Proposals must be received by 12:00 p.m. on March 15, 2023** at the office of the District Manager. The District has the right to reject any and all proposals, make modifications to the work, and waive any minor irregularities as it deems appropriate. Please direct all questions regarding this Notice to the District Manager, who can be reached at 813-994-1001.

The Groves Community Development District
Gregory Cox, District Manager

Run Date: 2/15/2023

Tab 4



The Groves CDD Aquatics

Inspection Date:

1/26/2023 2:30 PM

Prepared by:

Lee Smith

Account Manager

STEADFAST OFFICE:

WWW.STEADFASTENV.COM
813-836-7940

Inspection Report

SITE: F-N

Condition: ☒Excellent Great Good Poor Mixed Condition ☒Improving



Comments:

Minor amounts of subsurface algae present. Duckpotato present in minor amounts. Water level appears to be a little bit low. Pond looks to be in healthy condition.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Turbid	<input type="checkbox"/> Tannic
<u>ALGAE:</u>	N/A	<input checked="" type="checkbox"/> Subsurface Filamentous	<input type="checkbox"/> Surface Filamentous
		<input type="checkbox"/> Planktonic	<input type="checkbox"/> Cyanobacteria
<u>GRASSES:</u>	N/A	<input checked="" type="checkbox"/> Minimal	<input type="checkbox"/> Moderate
<u>NUISANCE SPECIES OBSERVED:</u>			<input type="checkbox"/> Substantial
	Torpedo Grass	Pennywort	Babytears
	Hydrilla	Slender Spikerush	Other:
			Chara

SITE: 6G

Condition: Excellent ☒Great Good Poor Mixed Condition ☒Improving



Comments:

Significant amount of submersed vegetation present in pond. This is decaying matter that is just taking a while to disappear due to the amount. Torpedo grass present throughout pond. Significant amount of surface and subsurface algae present on side of pond with fountain. Technicians will continue to treat and monitor this site and focus on controlling the algae.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Turbid	<input type="checkbox"/> Tannic
<u>ALGAE:</u>	N/A	<input checked="" type="checkbox"/> Subsurface Filamentous	<input type="checkbox"/> Surface Filamentous
		<input type="checkbox"/> Planktonic	<input type="checkbox"/> Cyanobacteria
<u>GRASSES:</u>	N/A	<input checked="" type="checkbox"/> Minimal	<input type="checkbox"/> Moderate
<u>NUISANCE SPECIES OBSERVED:</u>			<input type="checkbox"/> Substantial
	<input checked="" type="checkbox"/> Torpedo Grass	Pennywort	Babytears
	Hydrilla	Slender Spikerush	Other:
			Chara

Inspection Report

SITE: 5

Condition: Excellent Great ✓Good Poor Mixed Condition ✓Improving



Comments:

Hydrilla observed along the shoreline in this pond has been noted by technicians. Torpedo grass present along perimeter of pond. Minor amount of Babytears present as well. Technicians will continue to routinely treat and monitor this pond.

<u>WATER:</u>	✗ Clear	Turbid	Tannic
<u>ALGAE:</u>	N/A	✗ Subsurface Filamentous	Surface Filamentous
		Planktonic	Cyanobacteria
<u>GRASSES:</u>	N/A	✗ Minimal	Moderate
			Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
✗ Torpedo Grass	Pennywort	✗ Babytears	Chara
✗ Hydrilla	Slender Spikerush	Other:	

SITE: F-S

Condition: Excellent ✓Great Good Poor Mixed Condition ✓Improving



Comments:

Very minor amounts of Hydrilla observed along shoreline. Minor amounts of Torpedo grass and subsurface algae present throughout. Pond looks to be in excellent condition otherwise.

<u>WATER:</u>	✗ Clear	Turbid	Tannic
<u>ALGAE:</u>	N/A	✗ Subsurface Filamentous	Surface Filamentous
		Planktonic	Cyanobacteria
<u>GRASSES:</u>	✗ N/A	Minimal	Moderate
			Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
✗ Torpedo Grass	Pennywort	Babytears	Chara
✗ Hydrilla	Slender Spikerush	Other:	

Inspection Report

SITE: 2B

Condition: Excellent Great ✓Good Poor Mixed Condition ✓Improving



Comments:

Significant amount of surface and subsurface algae present throughout the pond. This appears to be the main issue here, and technicians will target this during future visits. Baby tears present. Water level appears to be a bit low. Routine maintenance and monitoring will occur here.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Turbid	<input type="checkbox"/> Tannic
<u>ALGAE:</u>	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Subsurface Filamentous	<input checked="" type="checkbox"/> Surface Filamentous
		<input type="checkbox"/> Planktonic	<input type="checkbox"/> Cyanobacteria
<u>GRASSES:</u>	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Minimal	<input type="checkbox"/> Moderate
			<input type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
	<input type="checkbox"/> Torpedo Grass	<input type="checkbox"/> Pennywort	<input checked="" type="checkbox"/> Babytears
	<input type="checkbox"/> Hydrilla	<input type="checkbox"/> Slender Spikerush	<input type="checkbox"/> Chara
			<input type="checkbox"/> Other:

SITE: 3A

Condition: Excellent ✓Great Good Poor ✓Mixed Condition ✓Improving



Comments:

Surface and Subsurface algae present on edges of pond appears to have been treated and is decaying. Very minor amounts of Torpedo Grass and Babytears present. Rest of pond appears to be in great condition.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Turbid	<input type="checkbox"/> Tannic
<u>ALGAE:</u>	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Subsurface Filamentous	<input checked="" type="checkbox"/> Surface Filamentous
		<input type="checkbox"/> Planktonic	<input type="checkbox"/> Cyanobacteria
<u>GRASSES:</u>	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Minimal	<input type="checkbox"/> Moderate
			<input type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
	<input checked="" type="checkbox"/> Torpedo Grass	<input type="checkbox"/> Pennywort	<input checked="" type="checkbox"/> Babytears
	<input type="checkbox"/> Hydrilla	<input type="checkbox"/> Slender Spikerush	<input type="checkbox"/> Chara
			<input type="checkbox"/> Other:

Inspection Report

SITE: 19

Condition: Excellent Great Good Poor ✓Mixed Condition ✓Improving



Comments:

This waterway is very mixed conditioned. Moderate amount of surface and sub surface algae throughout. Some areas have clearly been treated and are showing signs of improvement. Will focus on clearing this waterway up during future maintenance events.

<u>WATER:</u>	✗ Clear	Turbid	Tannic
<u>ALGAE:</u>	N/A	✗ Subsurface Filamentous Planktonic	✗ Surface Filamentous Cyanobacteria
<u>GRASSES:</u>	N/A	Minimal	✗ Moderate Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
✗ Torpedo Grass	Pennywort	✗ Babytears	Chara
Hydrilla	Slender Spikerush	Other:	

SITE: 3B

Condition: Excellent ✓Great Good Poor ✓Mixed Condition ✓Improving



Comments:

One side of pond contains Duckpotato and Spatterdock. Torpedo grass is present. Subsurface algae is present as well. Technicians will continue to routinely monitor and treat this pond.

<u>WATER:</u>	✗ Clear	Turbid	Tannic
<u>ALGAE:</u>	N/A	✗ Subsurface Filamentous Planktonic	Surface Filamentous Cyanobacteria
<u>GRASSES:</u>	N/A	✗ Minimal	Moderate Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
✗ Torpedo Grass	Pennywort	✗ Babytears	Chara
Hydrilla	Slender Spikerush	Other:	

Inspection Report

SITE: 17

Condition: ☒Excellent Great Good Poor Mixed Condition Improving



Comments:

Water level on pond is a little bit low. Pond appears to be in excellent condition otherwise.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	Subsurface Filamentous	Surface Filamentous
		Planktonic	Cyanobacteria
<u>GRASSES:</u>	<input checked="" type="checkbox"/> N/A	Minimal	Moderate
<u>NUISANCE SPECIES OBSERVED:</u>			Substantial
	Torpedo Grass	Pennywort	Babytears
	Hydrilla	Slender Spikerush	Other:
			Chara

SITE: 21

Condition: Excellent Great ☒Good Poor ☒Mixed Condition ☒Improving



Comments:

Moderate amount of surface and subsurface algae present on one side of waterway. Other end of waterway looks much more cleared up. Very minimal amount of algae present. Mixed conditioning throughout, but looks like improvements have been made. Routine monitoring and maintenance will occur here.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic
<u>ALGAE:</u>	N/A	<input checked="" type="checkbox"/> Subsurface Filamentous	<input checked="" type="checkbox"/> Surface Filamentous
		Planktonic	Cyanobacteria
<u>GRASSES:</u>	N/A	<input checked="" type="checkbox"/> Minimal	Moderate
<u>NUISANCE SPECIES OBSERVED:</u>			Substantial
	<input checked="" type="checkbox"/> Torpedo Grass	Pennywort	Babytears
	Hydrilla	Slender Spikerush	Other:
			Chara

MANAGEMENT SUMMARY



With the arrival of February, winter temperatures continue to fluctuate between warm and cold. Mornings and night temperatures are still relatively cool (50-60), and daytime temperatures range from being a normal warm Florida day to a chilly, cloudy day. The growth rate for both algae and nuisance plants are still slower than usual as a result of the cooler weather, giving technicians the ability to make headway in more overgrown areas. Rainfall events have been few and far between, and with only the occasional isolated event; the water levels of most ponds have decreased as winter progresses. Decreased rainfall provides assistance in the growth of algae, as well as decreased nighttime temperatures extending the time it takes for treated algae to decay (beyond the usual 7-10 day period). Additionally, most types of vegetation that enter a dormant period will do so during winter's shortened light-cycles. It may look as though many types of vegetation are "dead" or "dying" but are simply awaiting the return of spring, where these species will return to life.

On this visit, nearly all ponds noted were in good or great condition. Nuisance grasses are still present in minor amounts and will continue to be treated and monitored. Some forms of vegetation that are present in the ponds are going dormant due to the decreasing temperatures. Shoreline grasses were noted and will be taken care of. Algae was present in significant amounts and is the main target for technicians going forward. Significant amounts of surface growth had already been treated and are showing signs of improvement, but there is still more progress to be made.

The main suspect in The Grove's ponds are surface and subsurface algal growth. This has been a common theme throughout most of the ponds. Our technicians will make this growth a main focus during their future maintenance events.

Pond #5 contains a moderate amount of Hydrilla. This nuisance species will be on our Technician's radar to focus on and spend extra time treating.

RECOMMENDATIONS

Continue to treat ponds for algae, administer follow-ups to ponds experiencing extended decay times.

Administer treatments to any nuisance grasses growing along shorelines and within water.

Target Hydrilla in Pond #5 and keep under control.

Stay alert for debris items that find their way to the pond's shore.

Thank you for choosing Steadfast Environmental!

MAINTENANCE AREA



THE GROVES CDD

Festive Groves Blvd, Land O' Lakes

Gate Code:



Tab 5



January Monthly Manager's Report

The Groves Golf and Country Club CDD
7924 Melogold Circle
Land O Lakes, FL 34637
Phone: 813-995-2832 Ext 1

Email: clubhouse@thegrovescdd.com

Clubhouse Manager: Amy Wall

Clubhouse Operations Managers Projected Projects

- Waiting for contractors to come out and give a proposal for lighting by maintenance shed and RV park.
- I'm still working on getting both proposals in for lighting for night swimming at the pool.

Vendors That Made a Site Visit or Performed a Service

- Sheppard Electrical Services came out to evaluate the requirements for a proposal for pool lighting. We have not received the proposal.
- FDC came out and put ADA equipment on men's bathroom waiting for the female bathroom to be completed.
- Mr. Electric came out to run 120-volt electric for the ADA doors.
- Withlacoochee Electric came out and fixed two streetlights. There was one at Melogold Circle and one at the clubhouse front entrance.

Maintenance projects/Projected Projects

- Painted a few fence posts at front entrance.
- Pulled weeds and cleaned out Butterfly Garden.
- Installed new door stops for ballroom.
- Painted all the swimming pool tables.
- Put tracking devices on the Turo and Yamaha maintenance carts.
- Replaced one board on bridge #13.
- Replaced two boards on viewing pier.

Facilities Usage - Upcoming Events

- Feb 2nd Prevention + Stroke Screening 10 am.
- Feb 3rd Treasures of Tutankhamun 10 am.
- Feb 4th GMGA Tournament 11 am.
- Feb 9th CPR Training 10 am.
- Feb 10th Book Club 1 & 11 Author Event 11 am.
- Feb 11th Pancake Breakfast 7 am.
- Feb 15th HOA Meet the Candidates (if needed) 5 pm.
- Feb 17th CPR Training 1 pm.
- Feb 18th Social Club Event - A Night of Magic & Comedy 5 pm.
- Feb 24th AARP Safe Driving Course 11 am.
- Feb 25th Card Making Party 10 am.
- Feb 28th Bloodmobile 9 am.

Resident Requests

- None received

Tab 6



Rizzetta & Company

UPCOMING DATES TO REMEMBER

- **Next Meeting:** March 7, 2023 10:00 a.m.
- **Bridge Repair Workshop:** TBD February (2d or 3rd Week)

District Manager's Report

February 7

2023

- Attached to the cover page is a project summary.

896	<u>FINANCIAL SUMMARY</u>	<u>11/30/2022</u>
	General Fund Cash & Investment Balance:	\$1,368,480
	Reserve Fund Cash & Investment Balance:	\$1,661,762
	Debt Service Fund Investment Balance:	\$ 69,086
	Total Cash and Investment Balances:	\$3,099,328
	General Fund Expense Variance:	\$ 5,671 Under Budget
	Reserve Fund Expense Variance:	\$ 226,917 Under Budget
	Total General and Reserve Fund Variance:	\$232,588 Under Budget

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The Groves CDD On-Going Project Update

February 7, 2023

Pool/Spa RFP. There were two bids received for the pool and spa renovation. The Board approved to reject the bids and to consider re-starting the RFP process at some point in the future. Meanwhile, the Board will look at doing a selective equipment replacement program as the situation permits until such time as the RFP is regenerated. We have had a spa heater and pool heater installed in the meantime.

At the February 7, 2023 CDD meeting, the Board will discuss and consider if it is now time to reinitiate the RFP for the pool and spa renovation.

Pool Night Swimming Certification. The design for the improvement of the lighting in order to qualify for night swimming has been received and now general contractor bids are being sought to install. Staff has been in contact with two vendors to get estimates for installing new light poles and fixtures. Early estimates to have the new lights acquired and installed are in the \$16K range. New electrical circuit lines, timer and breaker required.

At the February 7, 2023 CDD meeting, the Board will consider proposals for the install of the lighting required to obtain certification for night swimming.

Card Room and Restaurant Flooring. B9B has had their vendor make “repairs” to the flooring but so far the repairs are incomplete and unacceptable. The carpet that is still under the flooring has become mildewed was not removed.

At the February 7, 2023 CDD meeting, the Board will discuss options regarding the repair of the flooring and ramifications of the current flooring being unsatisfactory.

Restaurant ADA Restroom Door Closure. The ADA door operators installation will be completed by February 3rd.

Amend Restaurant Agreement with B9B. The last action by the Board was to approve to replace Right to Bid clause with Right of First Refusal. With this the addendum is completed and ready to executed.

Irrigation System Split Study. The Board engaged Ballenger Irrigation to begin a study of what would be required for the upgrade or replacement of the current irrigation system. Meetings were held in September and December. We have requested that Yellowstone start testing the irrigation system.

At the February 7, 2023 CDD meeting, you will get the latest update.

Rim Ditch Clearing and Maintenance Agreement Update. Phase 3 is completed. The draft plan for maintenance is to adjust the current maintenance agreement to include the newly cleaned areas and to incorporate them into the current bi-weekly aquatic maintenance program.

At the February 7, 2023 CDD meeting, the Board will consider a revised agreement prepared by Steadfast that will incorporate all the previous active agreements plus an on-going maintenance program into one agreement.

Golf Maintenance Facility Repairs. This is mostly in a holding pattern at this time.

Flooding at Entrance. This project involves the long sidewalk area leading out the front entrance heading towards Publix. The sidewalk dips down low in an area that floods repeatedly due to the low profile and no drainage. The Board is interested in seeing how to resolve the flooding.

The are no pending actions on this item at this time.

The Groves Rock Display. The Board became concerned about a rock display of The Groves name on the entrance pond bank. The erosion around the signage is fairly severe.

Initial quotes were received and were expense. Additional quotes are desired and being sought.

Golf Course Bridge Work. Staff have measured the four bridges and calculated the amount of lumber required to replace the surface. The HOA has offered to split the cost but has requested an assessment be completed to ensure the supporting structures are in good shape before putting on a new surface. At the last CDD meeting, the HOA requested the CDD forward them an approved proposal so they could then decide to share. Supervisor Allison presented a report on this subject to the Board at the January 2023 CDD meeting.

At the February 7, 2023 CDD meeting, the Board will discuss dates and times for the 3rd or 4th week in February to hold a workshop on the bridge repair topic.

Tab 7



Quote

FLM-Go

886 S. Packinghouse Sarasota 34232 Phone: 9413428980 Fax: Email: flm@floridalightingmaintenance.com

Date: 21-Dec-2022 01:07 PM

QUOTATION NO: 4555

To: The Groves Golf & Country Club

The Groves Golf & Country Club 7924 mellow gold circle
Land O Lakes
Florida, United States

Quantity	Description	Unit Price (\$)	GST Rate (\$)	Sub Total (\$)
1.00	Installation Materials and Labor	23,637.20	0.00	23,637.20
Sub Total:				\$ 23,637.20
Tax Rate Amount:				\$ 0.00
Quote Total (Tax Rate Incl.):				\$ 23,637.20

Site Name: (5) The Groves Golf & Country Club

Contact Name: Amy Wall

Quote Description: Install site lighting per photometric plans

Scope:

Auger and bucket truck work with 2 man crew

Utilize existing lighting circuits and trench power (run conduit and wire), from existing temporary pole(s) to pole location(s) in photometric

F/I (3) 30' ag direct burial fiberglass poles in dark bronze color with tenon mount

F/I (3) 290W LED area lights with slip fitter mounts

System testing and FC readings at dark

5 year manufacturers warranty on fixtures

Note #1: 50% deposit required to obtain materials and schedule work to be completed.

Note #2: Quote assumes existing lighting circuits and controls are in working condition. Restoring circuits/controls will be on a T and m basis.

Note #3: Work is to be completed M-f from 7am-5pm. FLM staff will need access to electrical room and space to maneuver equipment during install.

Company Note

Pipe & Wire Pricing only valid for 7 calendar days. Once estimate/proposal is approved, Pipe & Wire Pricing will be reviewed, increase may be applied to the estimate/proposal/invoice based on commodity market pricing. Work to be completed during normal business hours (7:00AM-4:00PM Monday-Friday). Workmanship will meet or exceed the National Electrical Codes. Any unforeseen obstructions causing extra time or delays, to include permits, material, and/or equipment will be an additional charge. Quoted amount due (30) days after this scope of work is completed, deposit may be required. Deposits are not refundable due to the cancellation of the job by the client. Quote valid for 30 days. Permit and acquisition fees not included in the proposal. Acceptance of Proposal: Parties agree Florida law should apply to this contract. In the event FLM has to enforce this contract, customer shall pay FLM reasonable attorney fees and costs. Parties wave the right to jury trial and submit personal jurisdiction of Florida. The venue shall be Sarasota County of Florida.

By signing this estimate you agree to this disclosure and take full responsibility:

X _____

Blank Tab

Project Name:

Part Number:

Type:



AREA LIGHT SERIES

FEATURES

- Low profile die-cast aluminum housings available in 2 sizes
- Bronze polyester powder coat finish
- Factory Rotable Type 3, 4, 5 optical distributions
- Factory select finishes and custom colors available ⁴
- Adjustable Slip Fitter, Wall or Pole Mounting for Square or Round 4"-5" Poles
- 4000K & 5000K CCTs
- Toolless hinged drop down driver access
- 120-277V Universal Voltage or 347V-480V High Voltage
- PIR Occupancy, Photocell, & Bi-Level Dimming Sensors Available
- Wireless control integrated luminaire via 7-Pin Receptacle
- 3-Pin & 7-Pin ANSI C136.41 Control Receptacle Options
- 6kV Surge protection (std.)
- 3' 600V power cord(s) provided standard with 0-10V dimming (10-100%)
- Calculated L80 >100,000 hrs @ 25°C per TM-21-11
- >70 Color Rendering Index (CRI)
- IP66 Rated Luminaire
- 5 Year Warranty
- ETL Listed for Wet Locations



407-478-3759
www.ilp-inc.com

Product Overview



SCAN ME



SUITABLE APPLICATIONS

- Parking Lots • Parking Structure • Parks • Education • Hospitals • Car Dealerships • Shopping Centers • Roadways

ORDERING GUIDE

SERIES	LUMENS	VOLTAGE	CCT	DISTRIBUTION	ORIENTATION	MOUNTING	FINISH	WARRANTY
<input type="checkbox"/> VAS	<input type="checkbox"/> 14L 14,000 lm	<input type="checkbox"/> U 120-277v	<input type="checkbox"/> 40 4000K	<input type="checkbox"/> T3 Type 3	<input type="checkbox"/> (Blank) Standard	<input type="checkbox"/> SLPF 2 3/8" Adjustable Slip Fitter	<input type="checkbox"/> (Blank) Bronze	<input type="checkbox"/> (Blank) 5YR
	<input type="checkbox"/> 17L 17,000 lm	<input type="checkbox"/> HV 347-480v	<input type="checkbox"/> 50 5000K	<input type="checkbox"/> T4 Type 4	<input type="checkbox"/> L ⁸ Optics Rotated Left	<input type="checkbox"/> PMB Adjustable Pole Mount	<input type="checkbox"/> BLK ⁹ Black	<input type="checkbox"/> 10 Year ¹ 10YR
	<input type="checkbox"/> 21L 21,000 lm			<input type="checkbox"/> T5 Type 5	<input type="checkbox"/> R ⁸ Optics Rotated Right	<input type="checkbox"/> WMB Adjustable Wall Mount Bracket	<input type="checkbox"/> WHT ⁹ White	
	<input type="checkbox"/> 14L/17L/21L 14/17/21,000 lm selectable						<input type="checkbox"/> SLV ⁹ Silver	
<input type="checkbox"/> VAM	<input type="checkbox"/> 21L 21,000 lm							
	<input type="checkbox"/> 24L 24,000 lm							
	<input type="checkbox"/> 28L 28,000 lm							
	<input type="checkbox"/> 21L/24L/28L 21/24/28,000 lm selectable							
	<input type="checkbox"/> 33L 33,000 lm							
	<input type="checkbox"/> 37L 37,000 lm							
	<input type="checkbox"/> 42L 42,000 lm							
	<input type="checkbox"/> 33L/37L/42L 33/37/42,000 lm selectable							

OPTIONS - FACTORY INSTALLED

- ☐ CR3P 3-Pin NEMA Control receptacle
- ☐ CR7P⁷ 7-Pin NEMA Control receptacle
- ☐ FSP-311/Lx^{2,3} Legrand FSP-311 120-277V Sensor for 40' Mounting Height (X = Mounting Height 3=10-20', 7=20-40')
- ☐ FSP-321/Lx³ Legrand FSP-321 347-480V Sensor for 40' Mounting Height (X = Mounting Height 3=10-20', 7=20-40')

ACCESSORIES

- ☐ VAX/BIRD Bird Spikes (x = Fixture size, S or M)
- ☐ VAX/GS⁸ Rotatable Glare Shield (x = Fixture size, S or M)
- ☐ TL7/B2^{2,6} Synapse 7-Pin Mesh Network Option 120-277V
- ☐ TL7/HVG⁶ Synapse 7-Pin Mesh Network Option 480V
- ☐ VT2-4-BRZ 2-3/8 Steel Wall Tenon Bracket for use with SLPF mounting
- ☐ JP275^{2,5} Shorting Cap
- ☐ TLPC/HV⁵ 347-480V Twist Lock Photocell
- ☐ TLPC/UNV^{2,5} 120-277V Twist Lock Photocell

¹ Requires additional surge protection (SP1, SP2, SP480V2); For additional details see general terms and conditions

² Not Available with HV Option

³ Requires Bluetooth enabled device provided by others

⁴ Contact factory for pricing and availability

⁵ Only Compatible with CR3 or CR7

⁶ CR7 Required, Consult Factory for Site Layout

⁷ Dimming leads will be wired to the receptacle unless otherwise specified

⁸ Not DLC Listed

⁹ Bronze Finish Standard, consult factory for pricing & availability of other finishes; subject to longer lead times

AREA LIGHT SERIES

EPA RATINGS AND VIBRATION CHART

	SLPF		PMB	
VAS	0.46	3g	0.49	3g
VAM	0.61	3g	0.63	3g

* EPA Ratings listed assume fixture is mounted horizontally. For adjustable mounting options, EPA will vary with selected angle.

RECOMMENDED LUMEN MAINTENANCE¹







AMBIENT TEMP C	INITIAL ²	25k hr ²	50k hr ²	75k hr ³	100k hr ³
0 C	1	0.97	0.95	0.92	0.9
10 C	1	0.97	0.95	0.92	0.9
20 C	1	0.97	0.95	0.92	0.9
25 C	1	0.97	0.95	0.92	0.9
30 C	1	0.97	0.95	0.92	0.9
40 C	1	0.96	0.92	0.89	0.86
50 C	1	0.94	0.90	0.86	0.82

¹Lumen maintenance values at 25C are calculated per TM-21 based on LM-80 data and in-situ testing.

²In accordance with IESNA TM-21-11, Projected Values represent interpolated value based on time durations that are within six times the IESNA LM-80-08 total test duration for the device under testing.

³In accordance with IESNA TM-21-11, Calculated Values represent time durations that exceed six times the IESNA LM-80-08 total test duration for the device under testing*

EPA DIAGRAMS AND MOUNTS

TILT DEGREE		0°	30°	45°	TILT DEGREE		0°	30°	45°
 Single	VAS	0.46	1.37	1.80	 T90°	VAS	1.10	1.90	2.50
	VAM	0.61	1.98	2.62		VAM	1.46	2.75	3.64
 D180°	VAS	1.01	1.37	1.80	 TN120°	VAS	1.20	2.88	3.74
	VAM	1.34	1.98	2.62		VAM	1.59	4.16	5.45
 D90°	VAS	0.83	1.64	1.80	 Q90°	VAS	1.10	1.90	2.50
	VAM	1.10	2.38	2.62		VAM	1.46	2.75	3.64

*Based on SPLF

ELECTRICAL DATA (AMPS)*

Lumen Package	120V	208V	240V	277V	347V	480V
VAS-14L	0.86	0.51	0.44	0.40	0.28	0.22
VAS-17L	1.06	0.63	0.55	0.49	0.35	0.28
VAS-21L	1.23	0.73	0.63	0.57	0.41	0.32
VAM-21L	1.25	0.75	0.65	0.58	0.43	0.34
VAM-24L	1.44	0.86	0.75	0.67	0.50	0.39
VAM-28L	1.64	0.98	0.85	0.76	0.56	0.44
VAM-33L	1.98	1.18	1.03	0.92	0.70	0.55
VAM-37L	2.19	1.31	1.13	1.02	0.78	0.61
VAM-42L	2.41	1.44	1.25	1.12	0.86	0.67

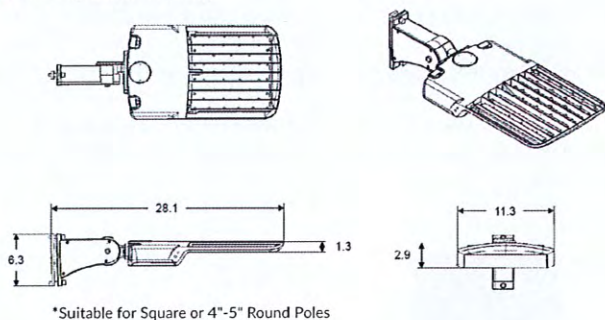
*Electrical data at 25C (77F). Actual wattage may differ by +/-10%.

viewpoint

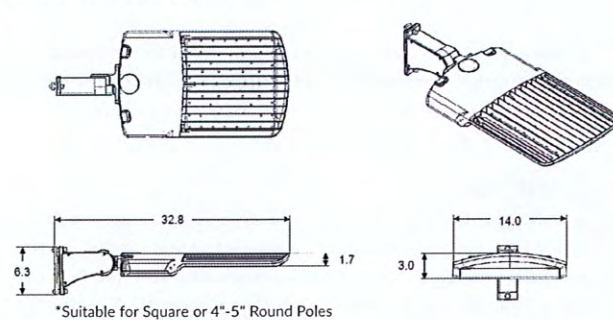
AREA LIGHT SERIES

LINE DRAWINGS

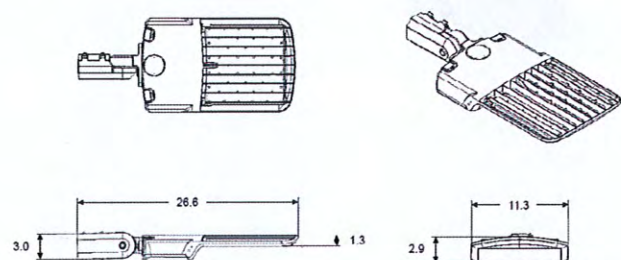
VAS Pole Mount Bracket (PMB)



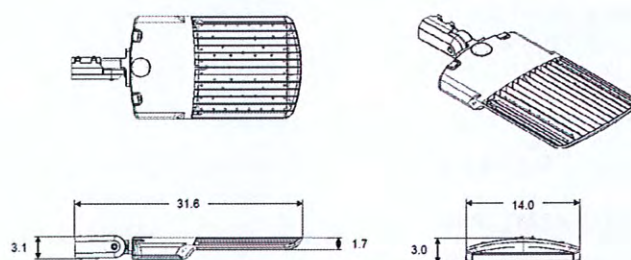
VAM Pole Mount Bracket (PMB)



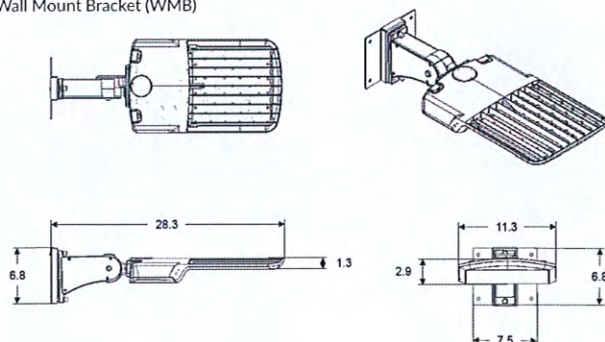
VAS Adjustable Slip Fitter (SPLF)



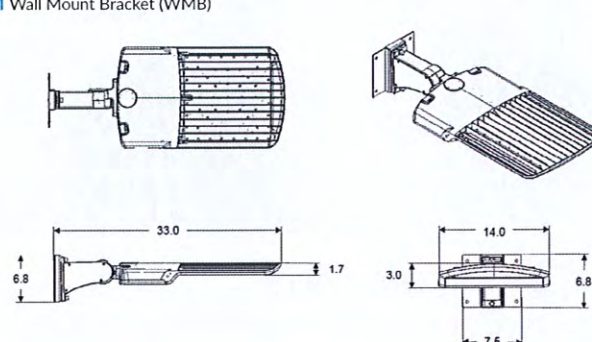
VAM Adjustable Slip Fitter (SPLF)



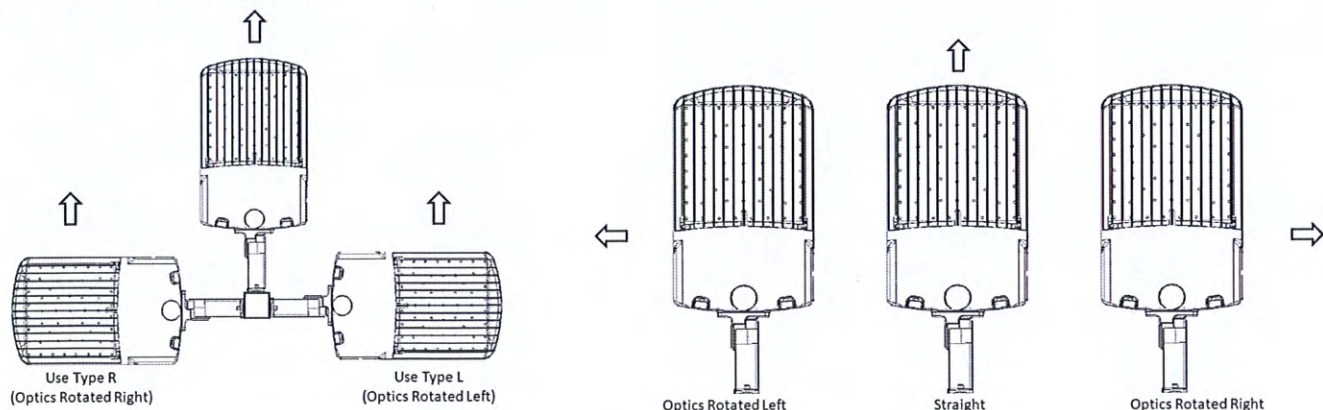
VAS Wall Mount Bracket (WMB)

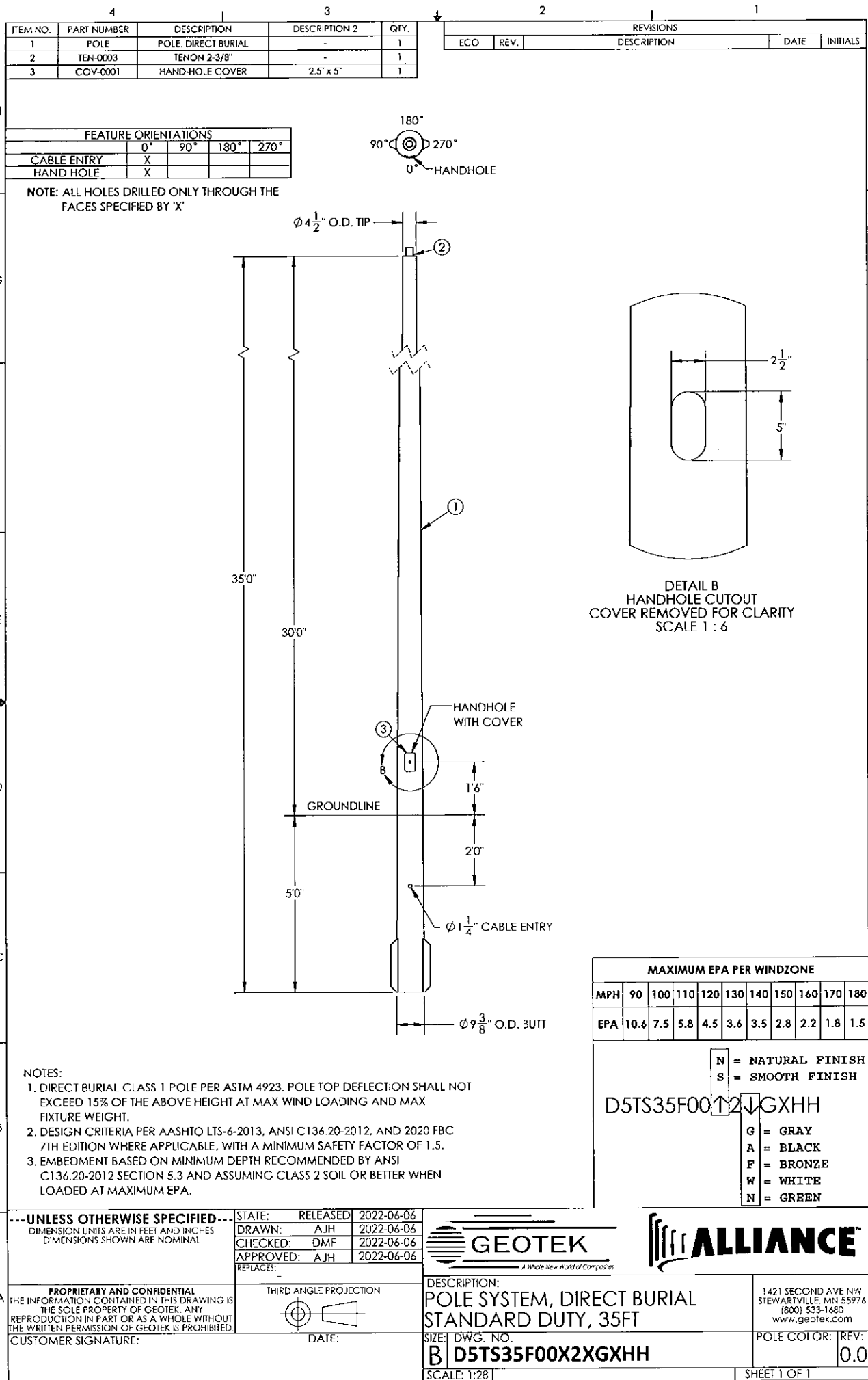


VAM Wall Mount Bracket (WMB)



OPTICS ORIENTATION







PROPOSAL

A Division of Carl Hankins, Inc.

14512 N. Nebraska Ave., Tampa, FL 33613 (813)910-8701 - Fax: (813) 977-5419

****WMBE CERTIFIED****

To:	The Groves	Email/Fax:	Amy Wall <AWall@rizzetta.com>
Attn:	Amy Wall	Date:	January 26, 2023
From:	Scott Mercer	Email:	Scottm@chisesinc.com
PROJECT NAME:	The Groves Pool Lighting		
LOCATION:	7924 Mellow Gold Cir Land O Lakes		

SHEPPARD ELECTRICAL SERVICES is pleased to provide you with a quote for the following:

1. Remove three existing lights and wood poles
2. Furnish and install three direct burial fiberglass pole 30 ft tall at finish grade
3. Furnish and install three led light heads one light per pole
4. Use existing power for new lights

GRAND TOTAL QUOTE: \$ 19,444.00

NOTE:

Trouble shooting and lights not working will be an extra time and material charge

TERMS: Payment IS DUE UPON COMPLETION There is a 1.5% interest charge on all invoices after thirty (30) days. These terms are independent of and are not contingent upon manner in which customer may receive payment from others. **Prices are valid for one (1) week from date of proposal due to both conduit and wire markets changing daily.** In the event that customer accepts the terms of this proposal and materials are ordered, if the project is cancelled by no fault of SHEPPARD ELECTRICAL SERVICES the customer will be billed for any restocking fee that is assessed for specialty ordered material items. It is understood and agreed that the venue for any cause of action arising out of the agreement shall be in Hillsborough County, Florida and that the customer shall be responsible for any reasonable attorney's fees and collection costs. These terms supersede any outlined on the customer's documents.

American Express, Discover, Master Card and Visa accepted. **A 3% transaction fee will apply to all charges of \$2,000 or more.**

NOTE: Final footages will determine invoicing if pricing is in per foot increments. The above quote does not include bonding, surveying, testing, permitting, or restoration. CARL HANKINS, INC. will not be responsible for utilities positioned on private property. These utilities be located by property owner.

We greatly appreciate this opportunity and look forward to working with you. Upon acceptance of the above agreement, please sign below and return by fax to us at (813)977-5419 and we will be glad to schedule this work. Please be advised with the fluctuating rate of copper these prices could change.

Corporate Officer Signature

Date

Corporate Officer Printed Name

Title

2/3/2023

Tab 8

2023

STEADFAST

ENVIRONMENTAL



Rizzetta & Company
Professionals in Community Management

RIZZETTA & COMPANY, INC.

Proposal for Pond Maintenance:

The Groves CDD

7924 Melogold Circle Land O' Lakes, FL 34637



January 26th, 2023

Rizzetta & Company, Inc.

5844 Old Pasco Rd, Suite 100

Wesley Chapel, Florida 33544

Attn: Gregory Cox

We greatly appreciate the opportunity to bid on this project for you.

Attached is the agreement for waterway services at The Groves CDD.

Program to consist of areas #1, 2A, 2B, 2C-1, 2C-2, 3A, 3B, 4, 5, 6G, 7, FN, FS, 10, 14, 17 & 22, as well as rim-ditches 19-21 as indicated on attached map. Area to be serviced measures 29,849 LF & 21.25 AC.

Occurrence: **2** events/month

Annual Cost: **\$21,744.00**

(\$1,**812**.00 per month)

Special services can also be provided outside of the routine monthly maintenance at the Boards request.

These will be proposed on separate estimates outside of the monthly maintenance service agreement.

We pride ourselves on providing the highest level of service in the industry and look forward to the opportunity of exceeding your expectations!

Respectfully yours,



Steadfast Environmental, LLC.
Joseph C. Hamilton, Owner/Operator



Maintenance Contract

Aquatic Maintenance Program

1. **Algicide Application:** John Deere Gators, equipped with dual spray-tank systems and outfitted with extendable hose reel will be utilized to carry out topical & subsurface applications of algicides approved for controlling filamentous, planktonic, & cyanobacterial algae growth in accordance with regulations defined by the Florida Department of Agriculture and Consumer Services. Technicians will utilize easements to access CDD owned property around the pond bank when possible. Applications cover surface waters 7 feet from the shoreline and 2 feet below the surface; up to the high-water mark/edge. Treatment events will occur as listed above per month, spaced evenly (pending weather) with additional services available on request.¹
2. **Herbicide Application:** Utilization of EPA approved herbicides to target invasive/emergent nuisance grasses/brush (vegetation) as defined by Florida Exotic Pest Plant Council; including category 1 & 2 species. Carried out in accordance to regulations defined by Florida Department of Agriculture and Consumer Services. Applications will cover surface waters 5 feet from the shoreline and include vegetation above the water's surface. Along shoreline areas & littoral zones; up to the high-water mark/edge. Treatment events to occur with the same frequency of algicide applications.²
3. **Submersed Vegetation Control:** Treatments of EPA approved herbicides for the removal of submersed vegetation & otherwise undesired aquatic weeds, as defined by Florida Exotic Pest Plant Council. Including, but not limited to both non-native & nuisance species such as Hydrilla, Dwarf Babytears, Chara, Duckweed, ect.*
4. **Debris Collection:** Collection of "litter" items along the shoreline, within reach or up to 1 ft below the surface, during routine maintenance visitations. Individual items to be removed are limited to non-natural materials, such as plastics, Styrofoam, paper, aluminum. Oversized items such as household appliances or large construction debris items are not included in this service; but will instead be logged and brought to the attention of the CDD board. An estimate can be provided to remove these large items on a case-by-case basis. The collection of significant/sudden or profuse influx of debris items may be subject to a mobilization fee.
5. **Pond Dye Application:** Available on request. If so desired, applications of pond dye can be done to enhance aesthetics. Offered in black and hues of blue.
6. **Outflow Inspections:** Water Outflow / Drainage System Inspection: At the commencement of the contract, the Steadfast Environmental will require notification of known drainage issues. Throughout the contract, outflow structures will be inspected regularly to insure proper drainage/functionality.*³

Special Services:

1. **Physical & Mechanical Removals of Invasive/Exotic Vegetation.** – Utilization of crews with handheld cutting equipment to flush cut, remove and dispose of vegetation off-site. Alternative method of heavy machinery to mulch in-place vegetation within the conservation buffer zones. Buffer zones lie in between the wetland jurisdiction line and the sod of resident properties and common area.
2. **Planting of Native & Desirable, Low-lying Aquatic Vegetation** – Installation of Florida-native flora to improve aesthetics & assist in the control of aquatic algae. Bare root installation as well as container grown plants are available.
3. **Aquatic Fountain & Aeration Installation** – Installation of aquatic fountains to improve the aesthetics of ponds. Installation of bottom diffused aeration to circulate water and to increase its oxygen content to reduce algal growth, while also improving the health of a pond's fish, allowing for better insect control.
4. **Native Fish Stocking** – Stocking of Florida-native species such as Bluegill, Redear Sunfish/Shell Crackers, Gambusia will greatly impact the populations of mosquito and midge fly larvae in your waterway. Seasonal availability will affect pricing for stocking different varieties of fish.
5. **Triploid Grass Carp Stocking** – Introduction of sterile Grass Carp as a biological control of submersed aquatic plant/weed species.
6. **Excess Trash/Oversize Object Collection Visits** – Proposals to remove excess debris from heavy construction, bizarre & oversize items that may make their way into your lakes and ponds.
7. **Seasonal Midge Fly Treatments** – Applications of larvicide for the control of Midge Fly larvae. This is done twice a year to control and maintain Midge Fly populations. Most effective in summer (April-June) and fall (September-October).

**These services to be performed at Steadfast Environmental's discretion, and for the success of the aquatic maintenance program. ¹ There may be light regrowth following a treatment event. This growth will be addressed during the following treatment event, or in extreme cases by service request. ² Herbicide applications may be reduced during the rainy season/in anticipation of significant rain/wind events to avoid damaging submerged stabilizing grasses, and to prevent leaving a ring of dead grasses on the upper bank. ³ Identification of improper drainage or damaged outflow structures does not imply responsibility for repairs. Responsibility for repairs is not included in the scope of work.*



Service Area



THE GROVES CDD

Festive Groves Blvd, Land O' Lakes

Gate Code:



Agreement

The contract will run for one year starting _____. If upon expiration of this agreement, both parties have not signed a new contract, this contract shall automatically be renewed for a one-year term. Changes to contract prices shall be in writing and agreed upon by both parties.

The goal of this contract is that upon completion of each visit to the client, the aquatic appearance shall be maintained to the highest reasonable standard possible given the nature of the property and its individual condition.

Steadfast Contractors Alliance, LLC. / Steadfast Environmental, LLC., here after referred to contractor, agrees to furnish all supervision, labor, materials, supplies, and equipment to perform the work hereinabove. Proof of insurance and necessary licensees will be provided if requested by client. Contractor will also provide workman's compensation and proof thereof on employees if requested by client.

The contract does not attempt to address damage caused by vandalism, floods, hurricanes, poor drainage, or other incidents beyond the control of the contractor. The contractor will endeavor to address such contingencies upon client's request by separate agreement.



Compensation

Contractor shall be paid monthly. On the first (1st) day of the month, the Contractor shall tender to the Customer and bill or invoices for those services rendered during the current month which shall be paid by the Customer by the first day of the following month.

Conditions:

This contract is for a period of (12) twelve months. This agreement shall remain in force for a period of 1 year. If, upon expiration of this agreement, a new agreement has not been executed by both parties, this agreement shall automatically be renewed for a period of 1 year from the date of expiration of the previous term at the annual fees stated with the addition of a 3.5% cost of living increase. Either party may cancel this contract, with or without cause, with a thirty (30) day written notice by certified mail.

No Finance Charge will be imposed if the total of such purchases is paid in full within 30 days of invoice date. If not paid in full within 30 days, then a FINANCE CHARGE will be imposed from the invoice date on the balance of purchases at a periodic rate of 1 1/2 % per month (18% Annual) until paid and Steadfast Contractors Alliance, LLC. / Steadfast Environmental, LLC., DBA Steadfast, shall have the right to elect to stop work under this Contract until all outstanding amounts, including Finance Charges, are paid in full. Payments will be applied to the previously billed Finance Charges, and thereafter, in order, to the previous invoices and finally to the New Invoices. In the event, any or all the amounts due under this Agreement are collected by or through an attorney, the Purchaser/Owner agrees to pay all reasonable attorneys' fees.

Utilities Usage: The Client shall allow the Contractor usage of utilities if needed.

Fuel Surcharge: For purposes of this agreement, the standard price for (1) gallon of regular unleaded fuel shall be specified as the Florida average price per the Florida Attorney General's office. In the event that the average price is escalated over that of \$4.00 per gallon, a 3% fuel surcharge shall be added to each invoice. The 3% fuel surcharge will be suspended from all future invoices when the average gallon price drops below that of \$4.00 per gallon, however, the charge may again be implemented in the future invoices should the average gallon price again escalates over the established \$4.00 base price.

Change in Law: This Agreement is based on the laws and regulations existing at the date of execution. In the event that a governmental authority enacts laws or modifies regulations in a manner that increases the Contractor's costs associated with providing the services under this Agreement, the Contractor reserves the right to notify Client in writing of such material cost increase and to adjust pricing accordingly as of the effective date of such cost increase. Contractor must submit clear documentation supporting the cost increase and can only increase pricing to the extent of actual costs incurred.

This contract is withdrawn unless executed within ninety (90) days of the date of this document.

Thank you for the opportunity to submit this contract. We look forward to becoming part of your team.

By signing this Agreement in the space provided below, the undersigned Client signatory hereby represents and confirms that it has full power and authority to enter this Agreement on its own behalf and on behalf of the record owner of the service area, and that this Agreement is a legally binding obligation of the undersigned and the record owner of the service area.

In witness, whereof the parties to this agreement have signed and executed it this _____ day of _____ 2023.

Kevin Riemensperger
Steadfast Representative

Account Manager
Title

Signature of Owner or Agent

Title

Tab 9

Memorial Information – Supervisor Christina Cunningham

All Options would include the following:

- All options should be 100% financed by the requestor.
- Maintenance and repairs would be put into the total cost. (If not, they are then a cost to all residents)
- A specific item would be chosen to maintain consistency throughout the community.
- All orders would be handled by the Club Manager and must be the specific item chosen. No substitutions.
- Wording can be decided by the requestor, however must be approved by the Club Manager.
- The full cost of the item, installation, and upkeep would be included in the cost to the requestor.
- A document should be prepared that the resident signs that includes the details of the item being ordered, location, wording, cost to be paid by the resident and signed by the requestor so that they understand that The Groves CDD is not responsible for any damages incurred (eg, breakage, destruction by elements, normal wear and tear, etc...) and that it becomes the property of The Groves CDD and can be removed at any time at the Board's discretion.

Benches with engravings

- Very Limited spaces to locate any further benches.
- Average cost for bench is \$700-800.
- Installation requires a base which would increase cost by \$100-400 based on location (eg, concrete support, legs placed in ground, leveling of property to accommodate a stable and safe seat). - This would be added to the cost of the bench as noted above.
- Periodic maintenance – Cleaning, sweeping, removal of silt/dirt accumulation, etc... This would be costs that would need to be budgeted and therefore would be born by all residents. To avoid this we could add a fee to cover costs for a period of 5, 8 or 10 years.
- Periodic repairs – Damaged boards or base needing replacement or repairs. This would be costs that would need to be budgeted and therefore would be born by all residents since. To avoid this we could add a fee to cover costs for a period of 5, 8 or 10 years.

Memorial plaques

Benefit - This would be a lower cost option for requestors and address the space limitations of benches.

- Purchase a Memorial Board that is enclosed and protected from the elements.
- Purchase the smaller sized metal plaques to be placed inside.

- Requestor can purchase the plaque from the Club Manager at a price that includes the overall costs of the unit, maintenance, and engraving.
- Suggested location would be at entrance to Pier or on the sides of Pier replacing the damaged signs that are there now.
- Location chosen as a nice spot to sit and has a view.
- Bridge is in need of repairs. - Club Manager feels that they can be replaced and fixed by maintenance staff and boards would need to be purchased.
- One option to fund the purchase would be to sell the 2 benches which are in like new condition to anyone wanting a bench at this time. They could install a plaque on the bench. The funds could purchase boards for repair of the most damaged boards on the walkway.

Memorial Pavers

With current work at some of the locations (eg, pool, butterfly garden, irrigation, bridges, etc...) we should put this aside for future consideration. Depending on the pool work and movement of the fence, there might be a future area or walkway that we should consider in some areas around the clubhouse or other areas of the community.

The Dog Park memorial pavers for pets is underway. - I understand consideration has been given to location and type of paver. Future work should try to keep the look of pavers consistent in the location and type used and take into account the maintenance.

Who gets to request a memorial?

Strictly as an FYI - There have been some people who have expressed opinions 1) on too many memorials; 2) In the past, most memorials have been for residents who have been long time residents and/or have been active in doing things for the community.

Bench and Sign options

Patio, Lawn & Garden › Patio Furniture & Accessories › Patio Seating › Benches



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Roudebush Company Memorial Park Bench

Brand: Roudebush Company

★★★★★ 16 ratings

\$649⁰⁰

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Payment plans

1 option from \$36.28/mo at example APR of 30% (rates from 10-30% APR)

One-time payment
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Affirm (approval required)
\$36.28/mo or less (24 mo) (10-30% APR)

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Recycled Plastic Newport Bench



Sit & Stay Awhile

Bring a simplistic sense of style and comfort to public seating areas with the Newport Bench series. Contoured bench seat design featuring smooth rounded edges and constructed entirely from ultra-resilient, eco-friendly recycled plastic materials—built specifically for high traffic indoor and outdoor use.

Dimensions

Model PB4-NEW - 48"L x 28"W x 33-1/2"H

Model PB6-NEW - 72"L x 28"W x 33-1/2"H

Model PB8-NEW - 96"L x 28"W x 33-1/2"H

Comprised from six 2" x 4" and two 2" x 6" bull-nosed bench slats and a sturdy frame legs the recycled plastic will hold up to all weather conditions and it won't splinter, crack, warp, rust or rot. Available in 4', 6' and 8' lengths, the ultra-comfortable Newport Bench is ideal for botanical gardens, parks, playgrounds, schools and more!

Optional Custom Engraved Lettering

Personalize any Newport Bench with a school name, company or organization—also popular for sharing a special memorial message. Custom lettering is charge per board, maximum character spaces per board are as marked. ([Guidelines & Examples](#))

Please make sure to enter your (Case Correct) custom message in the text input message box(es) provided. All engraved benches are custom made and non-returnable.

Matching Products



32 & 55 Gallon
Recycled Plastic
Trash Receptacles



Recycled Plastic
Hex Picnic Table



Model PB6-NEW

Color Options



cedar

green

gray

Comprised from six 2" x 4" and two 2" x 6" bull-nosed bench slats and a sturdy frame legs the recycled plastic will hold up to all weather conditions and it won't splinter, crack, warp, rust or rot. Available in 4', 6' and 8' lengths, the ultra-comfortable Newport Bench is ideal for botanical gardens, parks, playgrounds, schools and more!

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Please make sure to enter your (Case Correct) custom message in the text input message box(es) provided. All engraved benches are custom made and non-returnable.



Model PB6-NEW



▼ Item Specific Details Available on Linked Model Numbers Below



Recycled Plastic Newport Bench						Qty
PB4-NEW	4' Length	Seat/Back Color ▾	Black Frame	(105 lbs)	\$514.00	<input type="text"/>
PBENGR	Custom Lettering (1 - 29 Character Spaces per Board)				\$94/per Board	<input type="checkbox"/>
Custom Message Board 1	<input type="text" value="Enter Message"/>				▶	<input type="checkbox"/>
Custom Message Board 2	<input type="text" value="Enter Message"/>				▶	<input type="checkbox"/>
Custom Message Board 3	<input type="text" value="Enter Message"/>				▶	<input type="checkbox"/>
Custom Message Board 4	<input type="text" value="Enter Message"/>				▶	<input type="checkbox"/>
PB6-NEW	6' Length	Seat/Back Color ▾	Black Frame	(130 lbs)	\$660.00	<input type="text"/>
PBENGR	Custom Lettering (1 - 46 Character Spaces per Board)				\$94/per Board	<input type="checkbox"/>
Custom Message Board 1	<input type="text" value="Enter Message"/>				▶	<input type="checkbox"/>
Custom Message Board 2	<input type="text" value="Enter Message"/>				▶	<input type="checkbox"/>
Custom Message Board 3	<input type="text" value="Enter Message"/>				▶	<input type="checkbox"/>
Custom Message Board 4	<input type="text" value="Enter Message"/>				▶	<input type="checkbox"/>
PB8-NEW	8' Length	Seat/Back Color ▾	Black Frame	(165 lbs)	\$817.00	<input type="text"/>
PBENGR	Custom Lettering (1 - 62 Character Spaces per Board)				\$94/per Board	<input type="checkbox"/>
Custom Message Board 1	<input type="text" value="Enter Message"/>				▶	<input type="checkbox"/>
Custom Message Board 2	<input type="text" value="Enter Message"/>				▶	<input type="checkbox"/>
Custom Message Board 3	<input type="text" value="Enter Message"/>				▶	<input type="checkbox"/>
Custom Message Board 4	<input type="text" value="Enter Message"/>				▶	<input type="checkbox"/>

Accessories					Qty
PB1999	In-ground Mount Kit	4 "J" Bolts	(1 lbs)	\$31.00	<input type="text"/>
PB1999-100	Surface Mount Kit	4 "J" Bolts	(1 lbs)	\$31.00	<input type="text"/>



★ REVIEWS

Memorial Park Benches

★★★★★ 71 Reviews

As low as

\$698.85 Quantity discounts available

SKU TBN-44


Quantity Discounts

Quantity	6
Price	\$678.85

PERSONALIZE

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Letter Boards ▾Sign Letters ▾Metal Plaques ▾Sidewalk Signs ▾Parking Signs ▾Traffic Signs ▾Stencils ▾Sign Frames ▾Vinyl Letters ▾Custom Signs ▾

Top Hinged Message Centers

Top Hinged Outdoor Message Centers are used for posting important notices or messages for the community. The top hinged outdoor information centers have a full length piano hinge for a fully viewable cork display and are lockable bulletin boards.

See Also: Outdoor Bulletin Board || Outdoor Letter Boards || Sidewalk Signs || A Frame Signs ||



Home > Bulletin & Letter Boards > Outdoor Message Centers > Top Hinged Message Centers

Top Hinged Message Centers

Top Hinged Outdoor Message Centers are used for posting important notices or messages for the community. The top hinged message centers offer a large viewable cork display bulletin boards. The top hinged outdoor message centers has a full length piano hinge and lockable door. The high density plastic lumber is a maintenance free exterior material that will not rot, splinter or crack, and resists mold and termites.

3 Products Found

Top Hinged Message Centers			
ITEM	DESCRIPTION	SUG. PRICE	PRICE
1	45 x 30 Outdoor Message Center <small>Item: MST2DT4530</small>	\$594.00	\$495.00
2	45 x 36 Outdoor Message Center <small>Item: MST2DT4536</small>	\$718.00	\$599.00
3	52 x 40 Outdoor Message Center <small>Item: MST2DT5240</small>	\$906.00	\$755.00

PRICES SHOWN ARE PER UNIT.

The Top Hinged Message Centers belong in the Business & Industrial > Signage > Facility Identification Signs category.

Tab 10



FL Contractors License CPC1459240

COMMERCIAL POOL SERVICE AGREEMENT

The Groves
7924 Melogold Circle
Land O Lakes, FL 33625

Date 2/5/2023

For and in consideration of the charges stated below, Cooper Pools Inc. agrees to furnish the below described pool service at the above address. The customer, by subscribing to this proposal, agrees to the terms, and to the amount and time payment for this service.

SERVICE TO BE PROVIDED: COMMERCIAL POOL SERVICE

On each day of service at the pool, the following will be performed by a pool cleaning technician as necessary:

1. Tile will be cleaned as needed.
2. Surface will be skimmed, and floating debris will be removed.
3. Walls and floor will be brushed as necessary to remove algae.
4. Water chemistry will be checked and brought into proper balance.
5. Strainer baskets will be emptied, as necessary.
6. Filters will be cleaned as necessary to insure proper filtration of pool.
7. Pool floor will be netted to remove debris and vacuumed as needed.
8. Equipment will be inspected, and any necessary repairs will be reported to the management company and referred to the repair department for repair by a licensed service repair technician.

CONTRACTOR will provide chlorine, muriatic acid or soda ash to maintain pH, sodium bicarbonate to maintain Total Alkalinity, Cyanuric Acid to stabilize and calcium chloride to maintain Calcium level. Special chemical additives such as Algaecides or Sequestering Agents may be added as necessary at additional **cost to the customer**.

Service option 1 service 3x per week March 1st- Feb 28th \$2860 mth.

Service option 2 service 3x per week Oct 1st- May 31st

Service 5x per week Jun 1st- Sept 30th \$3780 mth.

CUSTOMER is required to test water on non-service days per Florida Department of Health. Cooper Pools will also offer to test water on non service days for \$40 per visit.

RATE for Commercial Service is \$_____ per month for __ visit-per-week service.

An additional fee may be charged in the event that circumstances such as extreme weather or vandalism, warrant labor or chemicals that exceed normal maintenance levels. Mechanical repairs and work that is not considered routine maintenance will be billed at a labor rate of \$180 per hour.

PAYMENT: Billing for maintenance service will be sent on the first of each month and payment is due within 30 days. If payment is not made by the due date, a late fee of 5% per each 30 days will be assessed. If payments are not made within 5 days after the due date, contractor reserves the right to cancel service without written notice. Special services and repair work are billed at an additional charge. There will be a \$35 charge on all returned checks. Customer agrees to satisfy any outstanding charges due for services performed prior to date of termination of service. Customer reserves right to cancel this agreement for any reason upon 30 days written notice.

Property Address: _7924 Melogold Circle, Land O Lakes, Fl 33625__

Email: __Awall@Rizzetta.com_____

Name: _____

Phone Number: _____

Signature: _____

Date: _____

Offered by;

Robert Bowling

VP of Operations

Cooper Pools Inc

1-844-766-5256 Office

Tab 11

MINUTES OF MEETING

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

**THE GROVES
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of The Groves Community Development District was held on Tuesday, January 10, 2023, at 6:30 p.m., at The Groves Civic Center, located at 7924 Melogold Circle, Land O' Lakes, FL 33637.

Present and constituting a quorum:

Bill Boutin	Board Supervisor, Chairman
Jimmy Allison	Board Supervisor, Assistant Secretary
Richard Loar	Board Supervisor, Vice Chairman
James Nearey	Board Supervisor, Assistant Secretary

Attending via Telephone Conference

Christina Cunningham	Board Supervisor, Assistant Secretary
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Also present were:

Gregory Cox	District Manager, Rizzetta & Co, Inc.
Vivek Babbar	District Counsel, Straley, Robin & Vericker
Amy Wall	Operations Manager
Maura Lear	Facilities Manager
Stephen Brletic	District Engineer, JMT
Simone Tolley	B9B
Chris Beck	Securiteam

Audience Members

FIRST ORDER OF BUSINESS

Call to Order

Mr. Cox called the meeting to order at 6:30 p.m. and the roll call confirmed that all Board members were present with Ms. Cunningham being present by telephone conference call.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

All present at the meeting joined in the Pledge of Allegiance.

THIRD ORDER OF BUSINESS**Audience Comments**

There was one audience member comment that was a request to create a rule that no one is allowed to swim alone at night.

Mr. Chris Beck, with Securiteam, provided information regarding the recent change in the software used by residents to create access authorization for their guests and vendors at the entrance gates. His presentation was followed by several questions and comments from the audience.

FOURTH ORDER OF BUSINESS**Staff Reports****A. District Counsel**

Mr. Vivek Babbar was present to replace Ms. Dana Collier, representing District Counsel. He explained that Ms. Collier had departed the law firm to move to a position with the City of Tampa. The initial topic of discussion was the status of the lease contract addendum with Back 9 Bistro. There was a discussion of the difference between the contract clause Right of First Refusal versus Right to First Bid as it appears in the addendum. Several comments from the audience and from the staff of Back 9 Bistro were received by the Board.

A motion from Ms. Cunningham, seconded by Mr. Loar, to remove the clause from the addendum failed with a 2-3 vote with Mr. Allison, Mr. Boutin, and Mr. Nearey voting no, for The Groves CDD.

On a motion from Mr. Allison, seconded by Mr. Nearey, the Board approved with a 3-2 vote, with Ms. Cunningham and Mr. Loar voting no, to convert the First Right to Bid clause to the First Right of Refusal in the lease agreement addendum, for The Groves CDD.

B. District Engineer

The Board received a District Engineer update from Mr. Stephen Brletic. He explained the details of a proposal from Quest Ecology to serve as an Environmental Consultant for the District and to prepare a Scope of Work for the maintenance of the wetland and the floating island in the wetland behind homes in the District. He explained that the first two items in the proposal totaled \$4,100.

On a motion from Mr. Allison, seconded by Mr. Loar, the Board unanimously approved to proceed with the proposal from Quest Ecology items 1 and 2 only for \$4,100, for the purpose of developing a wetland maintenance Scope of Work, for The Groves CDD.

Mr. Brletic explained that he and Robert Dvorack of JMT had departed from JMT and formed a new engineering firm named Brletic Dvorack, Inc. He explained that JMT was in full support of having the District Engineering agreement with The Groves CDD assigned to Brletic Dvorack as JMT was moving away from this type of work.

The Board discussed how it would be necessary to review the rates currently in the JMT agreement to determine if any adjustments would be requested as part of the assignment. Mr. Brletic explained that the current JMT rates are set to expire on July 1, 2023 and that would be the best opportunity to discuss changes, if necessary, in rates.

On a motion from Mr. Allison, seconded by Mr. Loar, the Board unanimously approved to have the JMT District Engineer services agreement assigned to Brletic Dvorack, Inc., for The Groves CDD.

C. Aquatics Report - Steadfast

The Board reviewed the Waterway and Canal Reports provided by Steadfast. Mr. Boutin requested that staff communicate with Steadfast the need for further improvement to the condition of Site # 20.

The Board considered a proposal from The Lake Doctors to increase their quarterly fee by \$20 from \$350 to \$370.

On a motion from Mr. Allison, seconded by Mr. Nearey, the Board unanimously approved authorizing the proposed Lake Doctor quarterly fountain cleaning rate increase of \$20, for The Groves CDD.

Mr. Boutin requested that staff communicate with The Lake Doctors to determine if there is a better way to protect the fountains from the muck in the ponds that clog the fountains.

D. District Manager

Mr. Cox provided a District Manager report and reviewed the September 2022 financials for the Board. He also presented the project update to the Board.

Mr. Cox explained that there was a misunderstanding between staff and FDC Access Control Solutions with regard to the previous ADA door operator proposal for \$5,087.43 that was approved by the Board. Mr. Cox explained that the proposal was only for two door operators when four were required since each restroom has two entrance doors. He explained that a separate proposal for \$4,365.24 was received for the second set of door operators. The Board discussed the history of the requirement and the need for the system to work.

On a motion from Mr. Loar, seconded by Mr. Allison, the Board unanimously approved the \$4,365.24 proposal from FDC Access Control Solutions for ADA door operators, for The Groves CDD.

Mr. Cox informed the Board that Ms. Wall had researched and found two viable replacements for the stolen maintenance cart. He noted that a 2019 Cushman for \$7,000 and a 2019 Yamaha for \$8,300 were located. Mr. Cox

explained that the District's insurance company will be funding \$5,000 towards the loss. Ms. Wall explained that the Yamaha was preferred due to its condition and that it was better for towing the maintenance trailer.

On motion from Mr. Loar, seconded by Mr. Allison, the Board unanimously approved the purchase of the 2019 Yamaha for \$8,300, for The Groves CDD.

Ms. Cunningham requested that she be provided with a current copy of the District's insurance policy with EGIS.

The Board also requested that staff seek a proposal for better lighting for the RV park as a deterrence against further incidents.

E. Operations Manager

The Board reviewed the Clubhouse Manager report provided by Ms. Wall. A discussion was held regarding the status of the Automatic External Defibrillator (AED) equipment in the clubhouse and the recent emergency medical situation involving a resident. The result of the discussion was that the Board directed staff to initiate action to have Cardiopulmonary Resuscitation (CPR) training coupled with AED equipment use training established as soon as possible with the plan that the costs of the training would be shared by the CDD and the HOA. The training would be for interested residents and staff.

FIFTH ORDER OF BUSINESS

Consideration of Night Swimming Lighting Proposal

Mr. Cox provided the Board with the status of the Night Swimming Certification for using the pool. He noted that one proposal for installing the lighting was in hand and that the cost was quoted for \$23,637.20. Mr. Cox explained that a second quote will be made available but requested direction from the Board if proceeding with the certification for night swimming was still the Board's desire. The Board requested staff get more information regarding the permitting process and timeline for this type of work.

SIXTH ORDER OF BUSINESS

Review of Bridge Report and Recommendations

The Board reviewed a bridge report provided by Mr. Allison regarding the options for different types of temporary and long-term solutions. Mr. Allison presented options that included plywood runners on top of the current boards as well as total replacement of the boards with wood or synthetic wood boards. Mr. Allison also provided the Board with funding options which included the issuance of different amounts of bonds. There was discussion regarding the reserve balances, the estimated costs of the repairs, the pros and cons of issuing a bond versus funding from the reserves. The discussion concluded with the guidance to staff to look for a date in the 3rd or 4th week in February for a workshop to discuss the bridge work.

SEVENTH ORDER OF BUSINESS**Discussion of Memorial Plaques
Placement Policies**

Ms. Cunningham provided an update on the progress of the Memorial Plaques Placement policy development. She reminded the Board of the previous direction that the person requesting the memorial would pay the full cost of the item and its maintenance. She also explained that she felt the suggestion to put multiple plaques on benches was not a good solution since it would make the bench unusable to comfortably sit on. She also discussed an option of putting a covered plaque holder on the observation pier. Ms. Cunningham indicated that she had a report that describes her ideas on this subject and would forward the report to Mr. Cox for dissemination to the rest of the Board. The topic was tabled until the next CDD meeting.

EIGHTH ORDER OF BUSINESS**Discussion of Kiln Operations in
Craft Room**

Mr. Cox explained the status of the kiln room following the recent incident. He noted that as of now, it appears that the only requirement for the room is for a ventilation system to be installed and that he had a quote from the District's HVAC vendor to do that for \$1,800 with the caveat that if they must vent through the roof versus the soffit, it might cost more. Ms. Cunningham requested staff to inquire if the District's insurance rates would be reduced if the kiln operation were stopped.

On a motion from Mr. Boutin, seconded by Mr. Allison, the Board approved, with 4-1 vote, with Ms. Cunningham voting no, to authorize a not-to-exceed amount of \$2,200 for the installation of a ventilation fan in the kiln room of the clubhouse, for The Groves CDD.

NINTH ORDER OF BUSINESS**Discussion of Electric Repairs at
Front Entrance**

The Board discussed the issues recently experienced with the electrical power sources at the entrances for the holiday decorations. Directions were given to staff to obtain an estimate for upgrades to the power sources at the entrances for holiday decorations plus power sources at the entrance gates for the potential forthcoming new gate systems.

TENTH ORDER OF BUSINESS**Establishment of Audit Committee**

Mr. Cox explained that there is a need for the selection of an auditor for the District due to the previous contract expiration and that it requires a Request for Proposals process. He recommended that the Board repeat the previous action of creating an Audit Committee to review the proposals and make the selection recommendation and that the Board name the CDD Board as that committee.

On a motion from Mr. Allison, seconded by Mr. Nearey, the Board unanimously approved to appoint the CDD Board members as the Audit Committee, for The Groves CDD.

ELEVENTH ORDER OF BUSINESS

**Consideration of Minutes of the
Board of Supervisors' Meeting held
on December 6, 2022**

The Board members reviewed the minutes of the December 6, 2022 CDD Meeting. Mr. Loar requested that staff comply with the request for information from the Board members that was included in item #14 in the minutes.

On a motion from Mr. Loar, seconded by Mr. Allison, the Board unanimously approved the minutes of the December 6, 2022 Board of Supervisors meeting, for The Groves CDD.

TWELFTH ORDER OF BUSINESS

**Consideration of Operations and
Maintenance Expenditures for
September 2022**

The Board reviewed the November 2022 Operations and Maintenance Expenditures Report. Ms. Cunningham requested a review and explanation of a paid invoice from All Temp Air Conditioning for \$312.59 for work completed on equipment in the restaurant.

On a motion from Mr. Loar, seconded by Mr. Allison, the Board unanimously approved to receive and file the November 2022 Operation and Maintenance Report, for The Groves CDD.

THIRTEENTH ORDER OF BUSINESS

Supervisor Requests

During the Supervisor Request agenda item, Mr. Loar offered to contact Sirius FM to determine if they could provide commercial music service to the clubhouse.

Mr. Boutin indicated he had learned that the County had somewhere in the amount of 120 permits for the District for which the District apparently did not have copies. Mr. Boutin requested staff to work to obtain copies of these permits.

Mr. Boutin indicated that he would send out an update for the CDD newsletter article responsibilities.

FOURTEENTH ORDER OF BUSINESS

Adjournment

On a motion from Mr. Loar, seconded by Mr. Nearey, the Board unanimously approved to adjourn the meeting at 9:50 p.m., for The Groves CDD.

Secretary/Assistant Secretary

Chairman/Vice Chairman

Tab 12

THE GROVES COMMUNITY DEVELOPMENT DISTRICT

District Office · Wesley Chapel · Florida · 813-994-1001

Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

www.thegrovescdd.org

Operation and Maintenance Expenditures December 2022 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from December 1, 2022 through December 31, 2022. This does not include expenditures previously approved by the Board.

The total items being presented: **\$ 126,082.75**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

The Groves Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2022 Through December 31, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Ada Whitehouse	100175	121522 Whitehouse	Reimbursement-Fountain Electric 12/22	\$ 90.00
Central Termite & Pest Control Inc.	100176	93130	Pest Control Monthly 11/22	\$ 52.00
Central Termite & Pest Control Inc.	100176	93336	Pest Control Monthly Rodent 11/22	\$ 50.00
Central Termite & Pest Control Inc.	100212	93881	Pest Control Monthly 12/22	\$ 52.00
Central Termite & Pest Control Inc.	100212	93968	Pest Control Monthly Rodent 12/22	\$ 50.00
Charter Communications	EFT	051389101112322 - 9101 12/22	7924 Melogold Cir Back Gate 12/22	\$ 123.11
Charter Communications	EFT	051389101122322 - 9101 01/23	7924 Melogold Cir Back Gate 01/23	\$ 133.11
Charter Communications	EFT	088099301111922 - 9301 11/22	Internet for Master Business - 9301 11/22	\$ 294.79
Charter Communications	EFT	088099301121922 - 9301 12/22	Internet for Master Business - 9301 12/22	\$ 324.79
Charter Communications	EFT	091844201112422 - 4201 11/22	7924 Melogold Cir 11/22	\$ 134.22
Charter Communications	EFT	091844201122422 - 4201 12/22	7924 Melogold Cir 12/22	\$ 136.60
Christina Cunningham	100195	CC120622	Board Of Supervisors Meeting 12/06/22	\$ 200.00
City of Clearwater	100196	4156233 12/22	7924 Melogold Circle 12/22	\$ 3,605.35
Clean Sweep Supply Co., Inc.	100177	5374	Janitorial Supplies 11/22	\$ 224.45

The Groves Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2022 Through December 31, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Clean Sweep Supply Co., Inc.	100197	5528	Janitorial Supplies 12/22	\$ 315.46
Egis Insurance Advisors, LLC	100198	17763	Additional - Workers Comp #WC100122624 12/04/22-10/01/23	\$ 701.00
ESS Global Corporation	100178	112022	Security Services 11/14/22-11/20/22	\$ 1,701.00
ESS Global Corporation	100178	112822	Security Services 11/21/22-11/27/22	\$ 1,822.56
ESS Global Corporation	100199	12522	Security Services 11/28/22-12/04/22	\$ 1,701.00
ESS Global Corporation	100213	121922 12/22	Security Services 12/12/22-12/18/22	\$ 1,701.00
ESS Global Corporation	100213	122722 12/22	Security Services 12/19/22-12/25/22	\$ 1,701.00
Fitness Logic, Inc.	100214	110535	Quarterly General Maintenance 12/22	\$ 170.00
Florida Department of Revenue	EFT	61-8017755714 11/22	Sales & Use Tax 11/22	\$ 19.63
Holiday Lighting of Tampa Bay	100215	1241 BD	Balance Due - Holiday Lighting 12/22	\$ 4,177.00
James P Nearey	100200	JN120622	Board Of Supervisors Meeting 12/06/22	\$ 200.00
Jimmy Allison	100201	JA120622	Board Of Supervisors Meeting 12/06/22	\$ 200.00
Johnson Mirmiran & Thompson, Inc.	100179	21-201053	Engineering Services 10/22	\$ 2,735.00
Johnson Mirmiran & Thompson, Inc.	100216	22-202983	Engineering Services 11/22	\$ 1,200.00

The Groves Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2022 Through December 31, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Kazars Electric, Inc.	100202	s10547A	Replace GFCI Outlets - Christmas Lights 12/22	\$ 352.08
Mood Media	100180	57221341	Clubhouse Music Monthly 12/22	\$ 153.51
Pam Baker	100181	121522 Baker	Reimbursement-Fountain Electric 12/22	\$ 90.00
Pasco County Board of County Commissioners	100182	35-25-18-0010-00D00-0000 Solid Waste	Solid Waste Assessment 11/22	\$ 2,560.29
Pasco County Board of County Commissioners	100182	35-25-18-0010-00E00-0000 Solid Waste	Solid Waste Assessment 11/22	\$ 558.00
Pasco County Board of County Commissioners	100183	3969	Fire Rescue - Community Risk Reduction 11/22	\$ 90.00
Pasco County Board of County Commissioners	100217	3995	Fire Rescue - Community Risk Reduction 12/22	\$ 200.00
Pasco County Utilities	100184	17540771 - 0003115	0003115 - 7924 MELOGOLD CIR 10/22	\$ 33.69
Pasco County Utilities	100203	17599158 - 0356350	0356350 - 7320 Land O Lakes Blvd 10/22	\$ 174.44
Pasco County Utilities	100203	17599162 - 0356345	0356345 - 0 Festive Groves Blvd 11/22	\$ 39.88
Pasco County Utilities	100203	17601771 - 0943510	0943510-7924 Melogold Cir-Reclaim 11/22	\$ 2,576.31
Pasco County Utilities	100218	17599146 - 0356330	0356330 - 7324 Melogold Cir 11/22	\$ 1,455.35
Pasco County Utilities	100218	17685089 - 0003115	0003115 - 7924 MELOGOLD CIR 11/22	\$ 33.69
Proteus Pool Service LLC	100185	Grov024	Pool Maintenance Contract 11/22	\$ 1,502.53

The Groves Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2022 Through December 31, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Proteus Pool Service LLC	100219	Grov025	Pool Maintenance Contract 12/22	\$ 1,502.53
Richard Loar	100204	RL120622	Board Of Supervisors Meeting 12/06/22	\$ 200.00
Rizzetta & Company, Inc.	100186	INV0000073326	Personnel Reimbursement 11/25/22	\$ 10,453.43
Rizzetta & Company, Inc.	100187	INV0000073291	District Management Fees 12/22	\$ 6,033.34
Rizzetta & Company, Inc.	100193	INV0000073385	Amenity Management & Oversight 12/22	\$ 11,496.50
Rizzetta & Company, Inc.	100194	INV0000073361	Out of Pocket Expenses 11/22	\$ 150.00
Rizzetta & Company, Inc.	100211	INV0000074757	Personnel Reimbursement 12/23/22	\$ 10,263.66
Ronald Tamborski	100188	121522 Tamborski	Reimbursement-Fountain Electric 12/22	\$ 90.00
Sarah Romanell	100189	121522 Romanell	Reimbursement-Fountain Electric 12/22	\$ 90.00
Spectrum	EFT	0034594836-01 11/22	7924 Melogold Circle- Ballroom 11/22	\$ 6.60
Spectrum	EFT	166565101120722 - 5101 12/22	7924 Melogold Cir - 5101 12/22	\$ 266.95
Steadfast Environmental, LLC	100190	SE-21680	Remove Vegetation 11/22	\$ 10,535.00
Steve Gaskins Contracting, Inc.	100205	0001274	Off Duty Deputy & Scheduler Fee 11/22	\$ 524.00
Steve Gaskins Contracting, Inc.	100220	0001313	Off Duty Deputy & Scheduler Fee 12/22	\$ 524.00

The Groves Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2022 Through December 31, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Straley Robin Vericker	100206	22452	Legal Services 10/22	\$ 4,278.50
Tammy Labarbera	100221	120122 Labarbera	Rental Deposit Refund	\$ 50.00
The Groves CDD	DC121922	DC121922	Debit Card Replenishment	\$ 3,173.52
Toshiba Financial Services	100191	32869154 11/22	Copier Maintenance/Color Images 11/22	\$ 447.38
Toshiba Financial Services	100222	33087357 12/22	Copier Maintenance/Color Images 12/22	\$ 347.55
Triangle Pool Service	100207	114967	Install Heater - Pool System 11/22	\$ 4,599.95
U.S. Bank	100208	6740015	Trustee Fees Custody 11/01/22-10/31/23	\$ 1,000.00
Waste Management Inc. of Florida	100192	0803240-1568-6	Waste Disposal Services 12/22	\$ 246.24
Waste Management Inc. of Florida	100223	0809331-1568-7	Waste Disposal Services 01/23	\$ 310.98
Wilbur H. Boutin Jr	100209	WB120622	Board Of Supervisors Meeting 12/06/22	\$ 200.00
Wilkes Air Conditioning, LLC	100210	1808	Service Call - HVAC 12/22	\$ 600.00
Withlacoochee River Electric Cooperative, Inc.	EFT	Summary Electric 11/22	Summary Electric 11/22	\$ 6,639.68
Yellowstone Landscape	100224	TM 436477	Irrigation Repair - Main Line (Shaddock) 10/22	\$ 2,317.97
Yellowstone Landscape	100225	TM 461468	Monthly Landscape Maintenance 12/22	\$ 11,798.17

The Groves Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2022 Through December 31, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Yellowstone Landscape	100225	TM 469027	Tree Removal 12/22	\$ 520.57
Yellowstone Landscape	100225	TM 470878	Flagpole - Re-landscape 12/22	<u>\$ 3,781.39</u>
Report Total				<u>\$ 126,082.75</u>