



Rizzetta & Company

The Groves Community Development District

Board of Supervisors' Regular Meeting December 7, 2021

**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	Dana Collier	Straley Robin & Vericker
District Engineer	Stephen Brletic	JMT 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
WWW.THEGROVESCDD.ORG

November 30, 2021

Board of Supervisors
The Groves Community
Development District

FINAL AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of The Groves Community Development District will be held on **Tuesday, December 7, 2021 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.

BOARD OF SUPERVISORS MEETING

- 1. CALL TO ORDER/ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 4. BUSINESS ITEMS**
 - A.** Consideration of WESCOTURF Irrigation
EOSMAC System Proposal.....Tab 1
- 5. STAFF REPORTS**
 - A.** District Counsel
 1. Update of Stormwater Facilities Report
Legislative Requirements.....Tab 2
 - B.** District Engineer
 - C.** Aquatics Report
 1. November Waterway and Canal Reports – Steadfast.....Tab 3
 - D.** Clubhouse Manager
 1. Review of November Report.....Tab 4
 - E.** District Manager
 1. December 2021 District Manager Report
(under separate cover)
 2. 90 Day Improvement Plan Update
 3. Project Management Discussion.....Tab 5
- 6. BUSINESS ADMINISTRATION**
 - A.** Consideration of Minutes of the Board of Supervisors'
Regular Meeting held on November 9, 2021.....Tab 6
 - B.** Consideration of Operation & Maintenance Expenditures
For October 2021.....Tab 7

7. **SUPERVISOR REQUESTS**
8. **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) 933-5571.

Sincerely,
Gregory Cox
District Manager

Tab 1

**QUOTE**

Customer Name:

GROVES COMMUNITY DEV. DIST. (204130-204750)

Date:

9/30/2021

Attn: Tom Sholl

Qty	Part #		Unit Price	Extension
7	IRR.LABOR	Rebuild existing EOSMAC satellites, installing all the missing components, program decoders cards with radio frequency, setup the units in the central computer, establish and verify proper radio communication and operation of stations, re-wire zones from the temporary controllers to the EOSMAC satellites.	\$ 625.00	\$ 4,375.00
				\$ -
				\$ -
				\$ -
				\$ -
5	R102-0187	NARROW BAND DECODER.	\$ 367.39	\$ 1,836.95
10	R102-8242	EOSMAC 8-STATION OUTPUT CARD	\$ 129.29	\$ 1,292.90
6	R102-0318	EOSMAC DISTRIBUTION BOARD	\$ 116.92	\$ 701.52
5	R102-0320	PUMP & COMMON PCB	\$ 123.67	\$ 618.35
6	102-0659	KIT, SERVICE, CABLE, DIST-DECODER, EOSMAC	\$ 48.36	\$ 290.16
15	102-0670	KIT, SERVICE, RIBBON CABLE MOM DIST TO OUTPUT	\$ 31.62	\$ 474.30
				\$ -
	***	Wesco Turf is not responsible for the current condition of the 120VAC power line to each unit. An additional charge will be imposed for any needed power line repairs.		\$ -
				\$ -
				\$ -
	***	Wesco Turf is not responsible the the working condition of of the current stations. An additional charge will be imposed to repair non-working stations due to bad components, zone wires or valves.		\$ -
				\$ -
				\$ -
	***	Wesco Turf is not responsible for the current condition of the components currently in each satellite. Additional parts and labor to correct defective compents will be an additional charge.		\$ -
				\$ -
				\$ 9,589.18

Notes:

- 1) All prices are good for 30 days, unless otherwise noted. **Applicable tax has not been included.**
- 2) Parts warranty includes manufacture's warranty only and does not include labor or equipment need to remove and replace.
- 3) Wesco Turf's standard terms are Net 30 days. Acceptance of goods constitutes customer's agreement to comply with credit and sales terms and conditions of Wesco Turf, Inc. including service charges of 1.5% per month on all past due invoices.

Accepted for Buyer: (signature)**Printed Name:****Date:****Customer PO#:****Requested Delivery Date:****Ship To Address:****Street Address:****City:****County:****State:****Zip:****Contact Name:****Phone #****Fax:****Email:**

Please return one signed copy of this quotation upon acceptance. Merchandise delivered or shipped is due and payable to:

Wesco Turf, Inc., 2101 Cantu Court, Sarasota, Florida 34232 Phone: 941-377-6777 Fax: 941-371-2967

Email: stephen.rice@wescoturf.com

Tab 2

Chapter 2021-194, Laws of Florida (CS/CS/CS/HB 53), was signed by the Governor on June 29, 2021, and has an effective date of July 1, 2021.

This bill is a lengthy public works bill that covers procurement and other issues. Of note to the CDD, section 5 creates a new section 403.9302, Florida Statutes, that requires each special district providing a stormwater management program (SWMP) or stormwater management system (SWMS) to create a 20 year needs analysis. By June 30, 2022, and every five years thereafter, the CDD must provide a needs analysis for its jurisdiction over the subsequent 20-year period. In projecting the needs the CDD must provide to the County in which it is located the following information:

- A detailed description of the SWMP or SWMS and its facilities and projects.
- The number of current and projected residents served calculated in 5-year increments.
- The current and projected service area for the SWMP or SWMS.
- The current and projected cost of providing services calculated in 5-year increments.
- The estimated remaining useful life of each facility or its major components.
- The most recent 5-year history of annual contributions to, expenditures from, and balances of any capital account for maintenance or expansion of any facility or its major components.
- The CDD's plan to fund the maintenance or expansion of any facility or its major components.

Ultimately the counties will compile the data and submit the County's comprehensive report to the State so this process will require coordination between the district engineers and the counties.

Tab 3



The Groves CDD Aquatics

Steadfast Environmental, LLC
30435 Commerce Drive Suite 102
San Antonio, FL 33576
813-836-7940 | office@SteadfastAlliance.com

Kevin Riemensperger
11/29/2021 10:41 AM

Steadfast Environmental
30435 Commerce Drive Suite 102
San Antonio, FL 33576
813-836-7940 | office@SteadfastEnv.com



Site: 1



Comments:
Great condition. No algae or grasses noted. A few small articles of debris were removed from this pond.



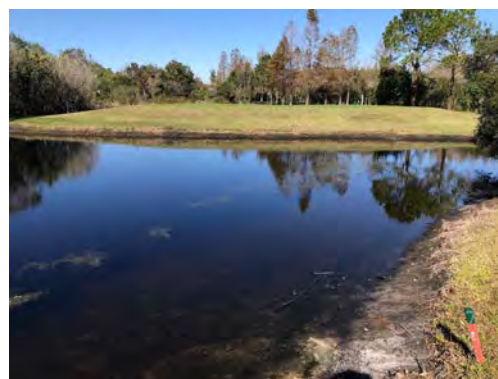
Site: 4



Comments:
While the majority of the pond is in great condition, the only noted issue was a ring of algae along the perimeter. The majority of this algae is experiencing success in post-treatment decay, but there were some new growth spots observed. These will be addressed upon the next visitation.

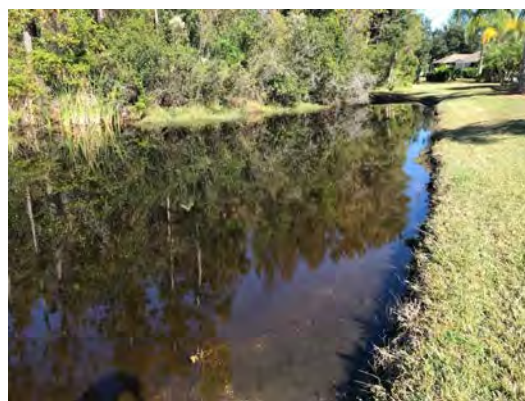


Site: 10



Sump 10 - Good health. No surface algae or shoreline grasses were observed. The only noted issue being sparse amounts of Slender Spikerush dislodging from the pond bottom and accumulating on the surface as they decay. These are dispelled per-treatment event.

Site:



Comments:

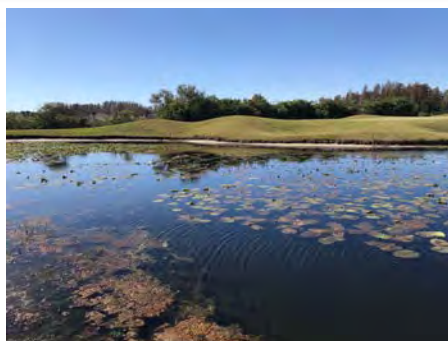
FS - Excellent condition. No algae or grasses observed.

Site:



FN - Excellent condition, the beneficals are free of grasses, as is the shoreline.

Site: 2



2C-1 - Improving condition. While the majority of the water's surface is clear, there are a few large patches composed entirely of decaying algae. The decay period has been expedited due to cold weather and lack of rain.

Site: 2



2C-2 - Great condition. The only observed "issue" being a small amount of the nuisance species Slender Spikerush, which is now vulnerable due to being exposed above the waterline.

Site: 7



Great condition. There are many native wildlife species in the bordering wetland, while the lillies are being maintained/Kept in check.

Site: 3



3A - Great condition. This pond continues to improve, with only a few minor spots of decaying algae visible along the shore. The majority of the water's surface is clear.



Site: 19



Along the waterway, technicians continue to clear overgrowth to allow for adequate flow. This is apparent/visible in both observing the water's movement, as well as the lack of settling floating vegetation.





Management Summary

With December on the way, fall gives way to winter. Mornings and nights, as well as evenings, now feature colder temperatures with the occasional higher daytime temperature. The growth rate for both algae and nuisance plants are slowing as a result, giving technicians the ability to make headway in more overgrown areas. Rain events are becoming less frequent, leading to extended decay times for surface algae. Additionally, water levels across most ponds will/are decreasing. Technicians on-site are currently providing both reactive and proactive treatment to the growth. If any algal activity is found to be actively growing around the shoreline and shallow areas it is immediately targeted with algaecides. Ponds which historically (in our experience) produce algal activity are pre-treated with algaecides even if none are present in an effort to get ahead of the growth.

At the time of this inspection, most ponds were in great condition. Algal activity was nearly non-existent, noted only in a significant amount on ponds 4 & 2C-1 (though on this pond, all observed algae was decaying). Nuisance grasses were the primary target of the most recent visitation, as evidenced by the large swathes of decaying nuisance vegetation throughout the community. Some areas still require minor touch ups in between beneficial plants, but it is looking well on most ponds. Algae will be the focus of the next visitation.

Recommendations / Action Items

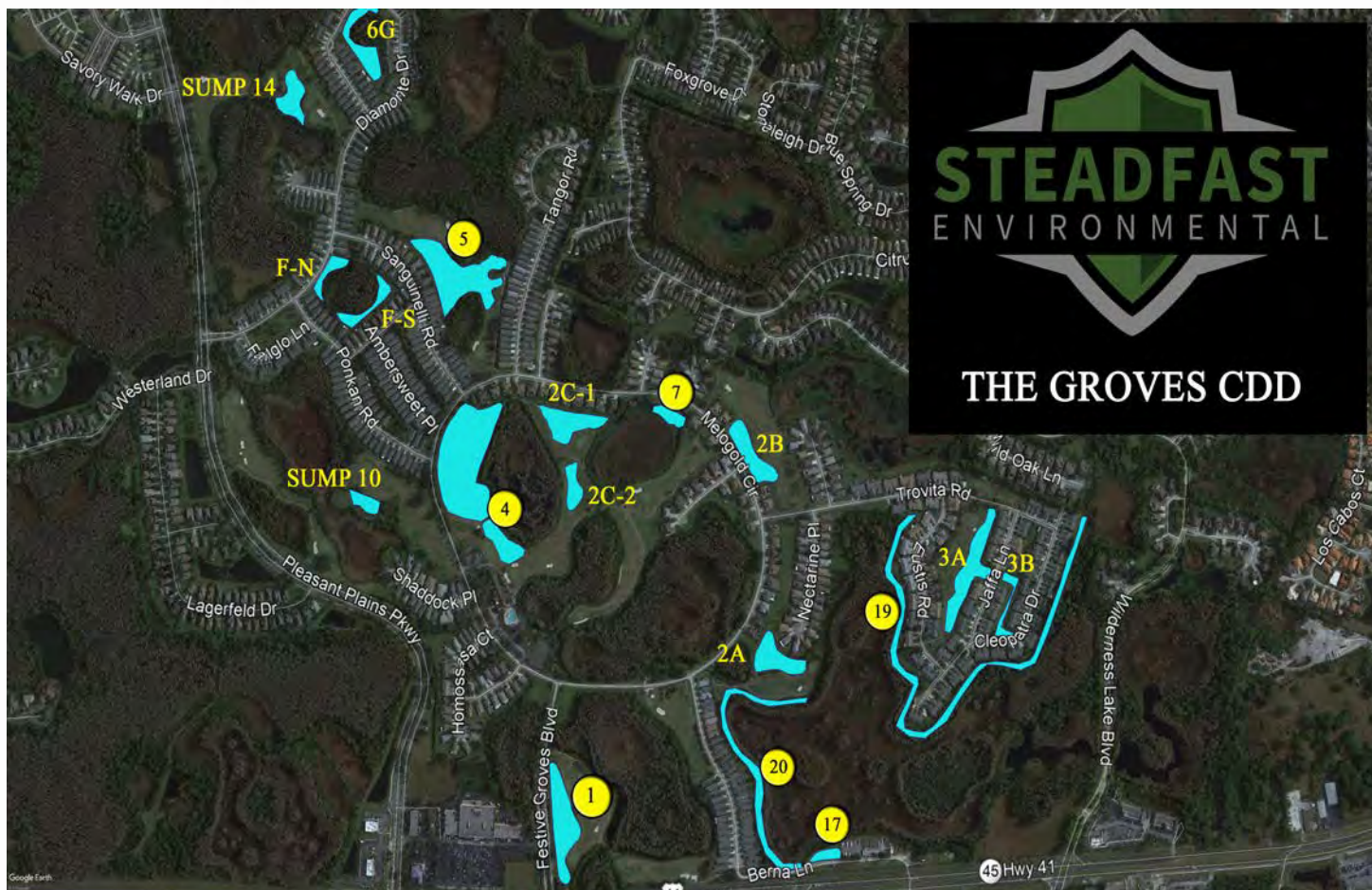
Continue to treat ponds for algae.

Administer follow-up treatments to any nuisance grasses growing along shorelines.

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

Continue treatments on submerged vegetation in observed ponds.

Thank you for choosing Steadfast Environmental!



Tab 4

Monthly Manager's Report – November 2021



The Groves CDD Golf & Country Club
7924 Melogold Circle
Land O Lakes, FL 34637
813-995-2832

Operations/Maintenance Updates November 2021

- Requesting current full-time Administrative Assistant position be changed to full-time Assistant Property Manager as previously discussed.
- Requesting current part-time Maintenance position be converted to full-time position.
- Requesting position opened for part-time aquatic landscaper.
- Requesting secondary vehicle for the second maintenance employee. Current Kubota in need of immediate repairs, purchased in 2015. Consider new/used maintenance golf cart/Kubota.
- CDD Full time maintenance position resignation.
- CDD Full time maintenance position filled. (Start 12/6/21)
- District Manger working on protocol for tree trimming of CDD areas.
- Guard shack root/vegetation removal complete
- Handicap Pool Lift repaired
- A/C UNIT lifted, and roots removed from guard shack
- Clubhouse HVAC thermostats brought online working properly
- Thermostat in clubhouse replaced
- HVAC (all units) in clubhouse serviced.
- Palm trees on property trimmed
- Exterior Christmas Lights up.
- Interior decorations started
- Irrigation repaired at Land o' Lakes/Festive Grove
- Back gate power box repaired.
- Back Gate S.O.S box replaced



Rizzetta & Company

- Front Exit gate LED lights repaired
- Bridge repair made.
- Shaddock mainline break repaired/recemented.
- Pocket door repaired between cardroom & dining room
- Clubhouse carpet steam cleaned
- New copier delivered/installed
- Beverage cart agreement signed by CDD/HOA/B9B
- Backstage lighting repaired
- Electrical issues repaired between B9B/Clubhouse
- Mailbox repaired
- Locks repaired in clubhouse
- Tree Removal on Berna complete
- Electrical in ballroom & front LED sign repaired
- Wildlife signage. All installed (one was relocated as requested)
- Request CDD staff mobile phone for afterhours & to be available to CDD board 24/7 / consider answering service or new SOPs/expectations.
- Lighting/electrical issues currently being addressed and remediated in clubhouse.
- Need to address towing protocols/SOPS for street parking.
- Guard shack is back to where we were before renovations (interior work continues, all cosmetic). Addressing with ESS best practices for improving current post orders. Continued issues with gate/community dwelling software. Kellie and I are addressing daily.
- Multiple service calls from Securiteam for both front & back gates, cameras, Fob readers continue.
- Requested estimate for cameras to be placed in back maintenance, Clubhouse parking lot, Clubhouse entrance. Re-adjustment of current camera angles. 2 cameras still out. Being resolved by Securiteam.
- Accident at front of property, still not resolved.
- Lanai is in the permitting phase currently. Expectation is they will not start until July 2022.
- Water Meter permit for restaurant unresolved.
- Multiple Sprinkler repairs/issues throughout community.
- Issues with music system throughout clubhouse. Being addressed / still not resolved.
- Current CDD I.T/phone issues have been addressed and worked on, still not resolved.
- Damaged fence in area 21038 Tangor. Appears to be vandalism. Requested repair estimates have been halted at this time. In the same area there is significant flooding occurring. Issue has been addressed with District Engineer. Awaiting to see what work needs to be done before replacing or repairing fencing in same area.
- Flooding issue @ 21038 & 21034 Tangor. (See above bullet comment).
- Fencing issues throughout property need repair.



Rizzetta & Company

- Continued repairs to multiple areas of CDD irrigation lines.
- Constructing Daily/Weekly/Monthly Maintenance Checklists continues as time allows.
- First phase of upgrading sound system (in Ballroom) complete.
- 70-inch CDD T.V repurposed, on a new stand, and portable.
- Uniforms for staff are still in process.
- Started investigation and research with engineer on possible repairs for the drainage by the backdoor of the main club house.
- Recommend World of Lawncraft be put on contract.
- Flooding at the front of the property, in front of the guard shack on the right-side between the entrance to Publix & Land o' Lakes. Has been evaluated by District Engineer. Awaiting recommendations & estimates.
- Clubhouse has been visited by Pest Control Vendor, multiple times, especially around the pool.
- Locksmith re-keyed Back 9 Bistro & multiple doors in Clubhouse.
- Emergency plumbing repair done in Restaurant.
- Multiple significant repairs need to do to Community Property/CDD property. Currently working on resolving. (Individually not expensive repairs but need to be done and addressed immediately.)
- Electric room cleared; locks changed.
- ADA issues in Clubhouse/Pool area estimates complete. Outside pool gates initially installed improperly. Working on resolution.
- CDD communication issue with the email "Blasts" being resolved, need to address/resolve access & content.
- LED/Front sign subscription expires October 2022. Need to address process issues with the sign, software, access.
- Please only fish in designated areas.
- Implementing processes for appointments/sign-in sheet for CDD & HOA in the front area of the lobby. Still testing & improving daily.
- CDD storage issues continue. Possible resolutions in progress.
- Currently No on-call person for after-hours/weekends/holidays. Will address, and work on solutions with District Management.
- Reviewing possible processes improvements for work orders/complaints in process.
- Need to re-visit clubhouse rental contracts & processes & scheduling
- Will try to set-up meeting with CDD/HOA/Pro Shop/Back 9 Bistro and all "Heads of State" of clubs and organizations once a month so we can all be on same page and discuss things to sustain and improve on in the prior month and next month.
- Fire in air handler of clubhouse repaired.
- Fire system back online to where we thought it was supposed to be like last month.
NEED TO BID OUT CONTRACT FOR FIRE
SYSTEM/MONITORING/EXTINGUISHERS.



Rizzetta & Company

Tab 5

The Groves CDD Project Action Items

Date Entered	Category	Action Item	District Staff Responsible	Vendor Responsible	Target Date	Notes
Nov 20	Waterway	Hole 10 Pond, Pond 1	District Engineer	SiteMasters	21-Oct	Completed
Mar 21	Monuments	Refurbishment of Electrical System on Monuments	Operations	Mr. Electric	Apr 21	Completed
Mar 21	Clubhouse	Audio System in Clubhouse to be redone	Operations	Sam Ash	Apr 21	Completed
Mar 21	Pool/Spa	Leak Detection Required	Operations	American Leak Detect		Completed
Nov 20	CDD Fence	Fence Repair along 41	Operations		Mar 20	Working on getting a fence vendor to give estimate to repair.
Jan 21	Landscape	Replace Hedges Along 41	Operations	Yellowstone	Apr 21	Staff is waiting on fence repair to be done first
Oct 20	Pool	Pool Area Fence Quote	Operations		Mar 20	Working on getting a fence vendor to give estimate to repair for the pool fence.
Jan21	Wooden Bridges	Repair Wooden Bridges on Golf Course	Operations	Staff / TBD	Dec 21	Maint staff to repair current identified damaged areas and assess next phases
Mar 21	Clubhouse	Relocation of Electrical Room	Operations		Apr 21	
Mar 21	Clubhouse	Lanai Enclosure Project	Operations	Tropicana	Jul 22	Permitting in progress
Mar 21	Golf Cart Maint Shed	Roofing Work Required	Operations		Apr 21	
Mar 21	Golf Cart Maint Shed	Lighting Work	Operations	Mr. Electric	Apr 21	
Jun 21	Irrigation System	Assess and Renovate Irrigation System	District Engineer	Ballenger	Jan 22	Ballenger Irrigation to conduct an assessment for potential renovation
Nov 21	Pool / Spa	Pool Renovation Analysis	District Engineer	Martin Aquatic	Dec 21	Martin Aquatic Designed approved to begin assessment
Mar 21	Pool / Spa	Renovate the Pool/Spa and equipment	Operations	TBD	Jul 22	RFP for Proposals following assessment

Nov 21	Waterway	Pond Bank Restoration	District Engineer	TBD	Jan 22	District Engineer / District Manager to obtain quotes
Mar 21	Pool / Spa	Pool Pavers to be Reset	Operations		Jan 22	
Mar 21	Cabana	Cabana Requires Remodeling	Operations		Feb 22	
Mar 21	Beverage Cart	Beverage Cart for GC Required	Operations		Dec 21	B9B and CDD need to work together to acquire or fabricate beverage cart
Nov 21	Waterway	Rim Ditch Clearing	Maintenance	Steadfast	Dec 21	Quoted being gathered to clear areas of waterway
Nov 21	Restaurant	Grill Operations Turn-Over	District Counsel	B9B	Dec 21	Final stages of determining reimbursements
Nov 21	Restaurant	Golf Cart Liquor License	District Counsel	B9B	Dec 21	Application Process Proceeding
Nov 21	Management	Rizzetta Accounting Software A	District Manager	Rizzetta	Dec 21	Rizzetta Accounting working on application
Nov 21	Landscape	Leaning Trees - Berna Lane	Maintenance	Down to Earth	Dec 21	Trees need straightened. Dead one removed
Nov 21	Roadway	Roadway Paving Meeting	Maintenance		Dec 21	Mr. Allison Requested Input on Repairs Needed
Nov 21	Aquatic	The Groves Rock Display	Maintenance		Dec 21	Erosion area around the rock area being evaluated
Nov 21	Management	Square Up Terminal	Operations		Dec 21	Board agreed to authorized purchase and use
Nov 21	Management	Stormwater Facilities Report	District Engineer		Dec 21	DE / DC to update Board on new legislative requirement

Tab 6

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 Thursday, November 9, 2021, 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
Richard Loar	Board Supervisor, Vice Chairman
Jimmy Allison	Board Supervisor, Assistant Secretary
Christina Cunningham	Board Supervisor, Assistant Secretary (via ZOOM)
James Nearey	Board Supervisor, Assistant Secretary

Also present were:

Gregory Cox	District Manager, Rizzetta & Co, Inc.
Dana Collier	District Counsel, Straley, Robin & Vericker
Stephen Brletic	JMT
Beesan Mustafa	Clubhouse Manager
Kellie Sprague	Admin Assistant

Audience: **Present**

FIRST ORDER OF BUSINESS

Call to Order

Mr. Greg Cox called the meeting to order and performed roll call, confirming that a quorum was present.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

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

THIRD ORDER OF BUSINESS

Audience Comments

The Board received audience comments regarding the condition of pond 3A and the need for maintenance; the concern regarding the pines trees behind residences that are overhanging the private property and not allowing grass to grow properly; and a request that the Board clearly explain the details of the proposal submitted by Martin Aquatic Design & Engineering.

On a motion from Mr. Loar, seconded by Mr. Nearey, the Board unanimously approved to accept photos of trees behind residents' property, for The Groves CDD.

FOURTH ORDER OF BUSINESS

**Proposal Presentation for Swimming
Pool & Spa Renovation – Martin
Aquatics**

The Board received a presentation from Mr. Ken Martin, with Martin Aquatic Design & Engineering, regarding his company's qualifications and the proposal to perform services for the District regarding the assessment of the swimming pool, spa, equipment, and facilities.

Mr. Martin explained that his assessment would examine all aspects of the assets which would result in a detailed report that could be used for Board decisions and for the preparation of Request for Proposals (RFP) processes.

Mr. Martin further explained that following the completion of the assessment, the Board could then decide to proceed with the next stages in the proposal which would involve the preparation of bid documents, vendor selection, and construction oversight.

On a motion from Mr. Nearey, seconded by Mr. Loar, the Board unanimously approved to proceed with Stage 2 of the Martin Aquatic Design & Engineering with a cost of \$6,950, for The Groves CDD.

FIFTH ORDER OF BUSINESS

Discussion Regarding Traffic Control

The Board received a presentation from Ms. Stacey Noto, with Traffic Logix.

Ms. Noto provided the Board with information regarding products to assess the current traffic status in the District and products that would monitor speeding on the roadways. Ms. Noto addressed questions from the Board and the audience members.

The Board tabled the subject until the Board could assess the materials provided and requested that Ms. Noto attend a future meeting.

*****The Board recessed the meeting at 7:47 p.m.*****

The meeting was called back to order at 7:55 p.m. and Mr. Cox verified that all Board members were still in attendance.

SIXTH ORDER OF BUSINESS

**Irrigation Analysis Discussion –
Ballenger Irrigation**

The Board received a presentation from Mr. Mark Ballenger, with Ballenger Irrigation.

Mr. Ballenger provided the Board with his company's qualifications to provide an assessment of the District's current irrigation system which would provide them with information regarding options to make system renovations.

Mr. Ballenger and the Board members discussed the irrigation system status, potential changes to the design, and options for what the end state would be following any renovations.

The discussion concluded with direction from the Board for Mr. Ballenger, Mr. Cox, Mr. Brletic, Mr. Sholl, and Mr. Mustafa and others to meet to determine options for the scope of work for Mr. Ballenger's assessment.

On a motion from Mr. Nearey, seconded by Mr. Allison, the Board unanimously approved to authorize the Chairman to approve funding not-to-exceed \$5,000 for the next stage of work performed by Mr. Ballenger in preparation for a potential system assessment.

SEVENTH ORDER OF BUSINESS

Consideration of Amended Budget for FY 2020-2021

The Board reviewed a proposed FY2020-2021 CDD Budget amendment which would move additional funds into the budget to resolve the current over-budget status.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2022-01, Amending FY 2020-2021 Budget

On a motion from Mr. Nearey, seconded by Mr. Allison, the Board unanimously approved to adopt Resolution 2022-01, Amending FY 2020-2021 Budget, for The Groves CDD.

NINTH ORDER OF BUSINESS

Consideration of Amended Budget for FY 2021-2022

The Board reviewed a proposed FY2021-2022 CDD Budget amendment which would create additional budget lines and move funds within the budget without increasing or decreasing the funds.

TENTH ORDER OF BUSINESS

Consideration of Resolution 2022-02, Amending Budget For FY 2021-2022

On a motion from Mr. Loar, seconded by Mr. Nearey, the Board unanimously approved to adopt Resolution 2022-02, Amending FY 2021-2022 Budget, for The Groves CDD.

ELEVENTH ORDER OF BUSINESS

**Consideration of Square Up Terminal
& Application for Clubhouse**

The Board reviewed a proposal for the acquisition of a Square Up Terminal for the Clubhouse operations which would handle financial transactions for debit / credit card payments.

On a motion from Ms. Cunningham, seconded by Mr. Loar, the Board unanimously approved to the acquisition and use of the Square Up Terminal for the Clubhouse operations, for The Groves CDD.

TWELFTH ORDER OF BUSINESS

Discussion of Bridge Repair Options

The Board discussed the recent issues involving wooden bridge repairs and after discussion it was determined that Mr. Boutin would initially make determinations of whether or not any wood slats on the bridges were needing to be replaced and then it would be determined if the repair(s) would be completed by current staff members or if a team of volunteers would be utilized.

The Board also discussed the topic of acquiring workers compensation insurance that would provide that sort of coverage for volunteers performing services for the CDD.

The Board requested that Mr. Cox obtain a quote for workers compensation insurance.

THIRTEENTH ORDER OF BUSINESS

**Discussion of HOA/CDD Easement
Agreement**

The Board discussed the HOA/CDD Easement Agreement that was created due to the installation of a rock display on a CDD owned pond bank. It was discussed that the HOA did not wish to enter into this agreement and would share the cost to remove the display if the CDD Board desired.

The Board next discussed the issue of bank erosion that was occurring due to the rock display and Mr. Allison agreed to examine the area to develop a recommendation of what the best next course of action might be.

FOURTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

The Board received a District Counsel update from Ms. Collier. She provided an update of the status of the golf course mobile refreshment license and explained some of the history of the previous attempts to obtain one. She explained that she and Ms. Cunningham were still working on the issue.

B. District Engineer

The Board received a District Engineer update from Mr. Brletic. He informed

the Board that the gatehouse work was complete but that there was still work needed regarding the landscape plants outside the gatehouse to remove roots.

The Board discussed options for lifting the HVAC unit, removing roots, and then having a concrete pad poured or pavers installed to place the unit on.

The Board requested this topic be added to the next agenda.

Mr. Brletic noted that work was completed regarding a SWFMWD requirement and that he was working with Ms. Collier to prepare an update and a proposal for the Board at the next meeting on the topic of new legislation requiring a stormwater facilities report.

C. Aquatic Report – August Waterway and Canal Report

The Board reviewed the aquatic maintenance report from Steadfast.

Mr. Boutin requested staff to obtain a proposal for service to clean/clear the canal area that runs next to tee box #10.

The Board also discussed the need for staff to obtain information regarding regular maintenance service to clear out and maintain the rim ditches.

D. Clubhouse Manager

The Board reviewed the Clubhouse Operations Manager's Report.

Mr. Mustafa reviewed requests he was submitting for additional staff to assist with the operations of the Community.

E. District Manager

The Board received a District Manager's report from Mr. Cox. He noted that the next regular meeting was scheduled for December 7, 2021, at 10:00 a.m.

With regards to the 90 Day Improvement Plan, Ms. Cunningham requested an update be provided regarding the Rizzetta Accounting Software upgrade.

Mr. Cox presented two agreements that would approve the assignment of existing contracts to Rizzetta & Co., Inc. as the Rizzetta Technology and Rizzetta Amenity Services LLCs were being dissolved and services would be assigned to Rizzetta & Co. Inc. without any changes to the agreements.

<p>On a motion from Mr. Loar, seconded by Mr. Nearey, the Board unanimously approved to authorize the Chairman to execute the Rizzetta Technology and Rizzetta Amenity Services agreements to Rizzetta & Co., Inc., for The Groves CDD.</p>

FIFTEENTH ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Meeting held on October 5, 2021

The Board reviewed and amended the Minutes of the Board of Supervisors' regular meeting held on October 5, 2021.

On a motion from Mr. Loar, seconded by Mr. Nearey, the Board unanimously approved the minutes of the October 5, 2021 regular meeting, as amended, for The Groves CDD.

SIXTEENTH ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Continued Meeting held on October 15, 2021

The Board reviewed and amended the Minutes of the Board of Supervisors' continued meeting held on October 15, 2021.

On a motion from Mr. Loar, seconded by Mr. Nearey, the Board unanimously approved the minutes of the October 15, 2021 continued meeting, as amended, for The Groves CDD.

SEVENTEENTH ORDER OF BUSINESS

Consideration of Operations and Maintenance Expenditures for September 2021

The Board reviewed the Operations and Maintenance Expenditures Report for September 2021 which totaled \$124,822.37.

Mr. Loar requested an explanation for varying dates of service versus receipt of the invoice for the MediCredit invoice and an explanation of the invoice from Architectural Signage & Printing for \$376.64, both of which were paid with the Operations Manager's debit card

On a motion from Mr. Loar, seconded by Mr. Nearey, the Board unanimously approved to accept and file the September 2021 Operations and Maintenance Report, for The Groves CDD.

EIGHTEENTH ORDER OF BUSINESS

Supervisor Requests

During Supervisor Requests, Ms. Cunningham informed the Board that the final settling of the accounts with the former and current grill operators was near completion.

Mr. Allison informed the Board that the roadway paving contractor has requested to meet with the Board and he asked that the Board members provide any repairs they feel are needed to Mr. Mustafa.

Mr. Boutin requested a status of the area damaged by Down to Earth. He also discussed the need to straighten trees near Berna Lane and to have dead ones removed.

Mr. Nearey further discussed the trees along Trovita Road and provided that there was no irrigation at this location for these trees.

NINETEENTH ORDER OF BUSINESS Adjournment

On a motion from Mr. Allison, seconded by Mr. Nearey, the Board approved to adjourn the meeting at 9:30 p.m., for The Groves CDD.

Secretary/Assistant Secretary

Chairman/Vice Chairman

Tab 7

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 October 2021 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from October 1, 2021 through October 31, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$102,814.95**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

The Groves Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2021 Through October 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Brighthouse Networks	20211031-1	046594101101021	7924 Melogold Circle-Golf & Club 10/21	\$ 261.95
Brighthouse Networks	20211031-2	051389101092321	7924 Melogold Cir Back Gate 10/21	\$ 123.17
Brighthouse Networks	20211004-1	088099301091921	Internet for Master Business Accts 09/21	\$ 299.72
Brighthouse Networks	20211031-3	091844201092521	7924 Melogold Cir 10/21	\$ 111.58
Central Termite & Pest Control Inc.	007887	79973	Pest Control Monthly Rodent 10/21	\$ 50.00
Central Termite & Pest Control Inc.	007887	82709	Pest Control Monthly 03/21	\$ 50.00
Central Termite & Pest Control Inc.	007887	82711	Pest Control Monthly 05/21	\$ 52.00
Central Termite & Pest Control Inc.	007887	82716	Pest Control Monthly 10/21	\$ 52.00
Central Termite & Pest Control Inc.	007887	84207	Pest Control Quarterly 10/21	\$ 48.00
Christina Cunningham	007864	CC100521	Board Of Supervisors Meeting 10/05/21	\$ 200.00
Christina Cunningham	007878	CC101521	Board Of Supervisors Meeting 10/15/21	\$ 200.00
City of Clearwater	007888	4156233 10/21	7924 Melogold Circle 10/21	\$ 526.70
Clean Sweep Supply Co., Inc.	007877	1833	Janitorial Supplies 10/21	\$ 350.00

The Groves Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2021 Through October 31, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Commercial Fire & Communications, Inc.	007863	10603800	Fire Alarm System Annual Fee FY21/22	\$ 390.00
Construction Management Services LLC	007889	47	Guard shack Repair 10/21	\$ 8,360.00
ESS Global Corporation	007851	92721	Security Services 09/20/21-09/22/21	\$ 693.00
Fitness Logic, Inc.	007852	103489	Quarterly General Maintenance 09/21	\$ 170.00
Florida Department of Revenue	007879	61-8017755714 09/21	Sales & Use Tax 09/21	\$ 83.63
Gray Robinson Atty.	007880	11035816	Legal Services Liquor License 09/21	\$ 1,708.09
GreatAmerica Financial Services Corporation	007890	30256684	Copier Maintenance/Color Images 10/21	\$ 379.80
Innersynce Studio, Ltd DBA Campus Suite	007865	19885	Website Hosting/Compliance Service 10/21	\$ 378.75
James P Nearey	007867	JN100521	Board Of Supervisors Meeting 10/05/21	\$ 200.00
James P Nearey	007882	JN101521	Board Of Supervisors Meeting 10/15/21	\$ 200.00
Jimmy Allison	007861	JA100521	Board Of Supervisors Meeting 10/05/21	\$ 200.00
Jimmy Allison	007875	JA101521	Board Of Supervisors Meeting 10/15/21	\$ 200.00
Johnson, Mirmiran & Thompson, Inc.	007891	8-182061	Engineer Services 09/21	\$ 5,940.00

The Groves Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2021 Through October 31, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Navitas Credit Corp	20211031-4	40526618 09/21	Security Surveillance 09/21	\$ 2,103.19
Pasco County	007883	15441172	7924 Melogold Circle 08/21	\$ 2,227.05
Pasco County	007854	15534136	7924 Melogold Circle Hydrant 09/21	\$ 25.48
Pasco County	007883	15587069	7320 Land O Lakes Blvd 09/21	\$ 192.06
Pasco County	007883	15587070	0 Festive Groves Blvd 09/21	\$ 29.66
Pasco County	007883	15587208	7324 Melogold Cir 09/21	\$ 476.47
Pasco County	007883	15587209	7924 Melogold Circle 09/21	\$ 2,683.80
Precision Sidewalk Safety Corp.	007884	b-2040	Sidewalk Repairs & Maintenance 09/21	\$ 12,500.00
Proteus Pool Services LLC	007855	Grovo07	Pool Maintenance Contract 09/21	\$ 1,502.53
Richard Loar	007866	RL100521	Board Of Supervisors Meeting 10/05/21	\$ 200.00
Richard Loar	007881	RL101521	Board Of Supervisors Meeting 10/15/21	\$ 200.00
Rizzetta & Company, Inc.	007856	INV0000061890	District Management Fees 10/21	\$ 6,275.00
Rizzetta Amenity Services, Inc.	007868	INV00000000009113	Bi-Weekly Payroll & Insurance 10/01/21	\$ 7,266.22

The Groves Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2021 Through October 31, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Rizzetta Amenity Services, Inc.	007885	INV00000000009157	Out of Pocket Expenses 09/21	\$ 316.76
Rizzetta Amenity Services, Inc.	007892	INV00000000009178	Bi-Weekly Payroll 10/15/21	\$ 7,500.36
Rizzetta Technology Services, LLC	007857	INV0000008018	Email & Website Hosting Services 10/21	\$ 175.00
Securiteam, Inc.	007869	14695	Quarterly Video Monitoring 10/21	\$ 6,899.97
Spectrum	007858	0034594836-01 09/21	7924 Melogold Circle- Ballroom 09/21	\$ 6.60
Spectrum	007893	0034594836-01 10/21	7924 Melogold Circle- Ballroom 10/21	\$ 6.60
Steadfast Environmental, LLC	007894	SE-20170	Lake & Pond Management Services 10/21	\$ 1,252.00
Steve Gaskins Contracting, Inc.	007870	0000513	Off Duty Deputy & Scheduler Fee 09/21	\$ 524.00
Stutzman Brothers Property Maintenance, Inc.	007859	14157	TRAQ Form - 4 Oaks at Ponkan Road 09/21	\$ 200.00
SunTrust Bank	CD400	CD400	Deposit Slips 10/21	\$ 56.47
Susan Gustis	007853	080321 Gustis	Ballroom Cancellation Refund 08/21	\$ 150.00
Taylor Gardner Gutters & Exteriors	007895	614	Seamless Gutters/Soffit & Fascia 10/21	\$ 5,000.00
The Groves CDD	CD398	CD398	Debit Card Replenishment	\$ 4,312.23

The Groves Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2021 Through October 31, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
The Groves Golf & Country Club	007872	915970060	Irrigation Main Line Repair 10/21	\$ 260.15
The Lake Doctors, Inc.	007873	609105	Quarterly Fountain Service 10/21	\$ 350.00
Times Publishing Company	007871	0000183375 09/26/21	Acct 109332 Legal Advertising 09/21	\$ 217.50
Waste Management Inc. of Florida	007874	0685878-1568-6	Waste Disposal Services 10/21	\$ 203.00
Wilbur H. Boutin Jr	007862	BB100521	Board Of Supervisors Meeting 10/05/21	\$ 200.00
Wilbur H. Boutin Jr	007876	BB101521	Board Of Supervisors Meeting 10/15/21	\$ 200.00
Wilkes Air Conditioning LLC	007860	1272	A/C Maintenance 09/21	\$ 240.00
Withlacoochee River Electric Cooperative, Inc	007886	Summary Elec 09/21	Summary Electric 09/21	\$ 6,036.29
Yellowstone Landscape	007896	TM 276365	Monthly Landscape Maintenance 10/21	<u>\$ 11,798.17</u>
Report Total				<u>\$ 102,814.95</u>