



Rizzetta & Company

The Groves Community Development District

Board of Supervisors' Meeting June 4, 2019

**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	Steve Simon Bill Boutin Wayne Coe Richard Loar Donald Cooley	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Angel Montagna	Rizzetta & Company, Inc.
District Counsel	John Vericker	Straley Robin & Vericker
District Engineer	Katie Vander Meade	Landmark Engineering & Surveying Corp.

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

May 28, 2019

Board of Supervisors
The Groves Community
Development District

Dear Board Members:

The regular meeting of the Board of Supervisors of The Groves Community Development District will be held on **Tuesday, June 4, 2019 at 6:30 p.m.** at The Groves Civic Center, located at 7924 Melogold Circle, Land O' Lakes, Florida 34637. The following is the agenda for this meeting.

- 1. CALL TO ORDER/ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. AUDIENCE COMMENTS**
- 4. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors' Meeting held on May 7, 2019.....Tab 1
 - B. Consideration of Operation & Maintenance Expenditures for April 2019.....Tab 2
- 5. BUSINESS ITEMS**
 - A. Presentation of Aquatics Report.....Tab 3
 - B. Consideration of Vertex's Aeration Proposal.....Tab 4 (previously tabled)
 - C. Consideration of Proposals for Enhancements at Gate Entrance (under separate cover)
 - D. Consideration of Proposals for ADA Website Compliance.....Tab 5
 - E. Presentation of Reserve Study.....Tab 6
 - F. Consideration of PACA Renewal.....Tab 7 (tabled from last meeting)
 - G. Consideration of Resolution 2019-04, Statewide Mutual Aid Agreement.....Tab 8
 - H. Consideration of Reclaimed Water Agreement.....Tab 9
 - I. Consideration of Commercial Lease Agreement with the HOA.....Tab 10
- 6. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. Clubhouse Manager
 1. Review of Monthly Report.....Tab 11
 2. Consideration of Proposal for Gates.....Tab 12
 3. Consideration of Proposal for Tree Removal.....Tab 13
 - D. District Manager
 1. Announcement Regarding Registered Voter Count.....Tab 14
 2. Discussion Regarding Unauthorized Use of Amenities
- 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,
Angel Montagna
District Manager

Tab 1

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, May 7, 2019 at 10:05 a.m.** at The Groves Civic Center, located at 7924 Melogold Circle, Land O' Lakes, Florida 34637.

Present and constituting a quorum:

Steve Simon	Board Supervisor, Chairman
Bill Boutin	Board Supervisor, Vice Chairman
Wayne Coe	Board Supervisor, Assistant Secretary
Donald Cooley	Board Supervisor, Assistant Secretary

Also present were:

Richard Loar	Board Supervisor, Assistant Secretary <i>(via conference call)</i>
Angel Montagna	District Manager, Rizzetta & Company, Inc.
John Vericker	District Counsel, Straley, Robin & Vericker
Katie Vender Meade	District Engineer, Landmark Engineering
Stephen Fowler	Operations Manager

Audience: **Present**

FIRST ORDER OF BUSINESS

Call to Order and Pledge of Allegiance

Mr. Simon called the meeting to order and Ms. Montagna performed roll call, confirming that a quorum was present.

Mr. Simon led all those present in reciting the Pledge of Allegiance.

SECOND ORDER OF BUSINESS

Audience Comments

Mr. Simon asked if there were any audience comments. Pat Pemberthy spoke about the landscaping behind marquis.

Kathy Nafis spoke regarding landscaping and the Palm trees at the pool that are being over trimmed. She presented a document regarding the best way to trim Palm trees. Attached as (Exhibit "A").

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On a Motion by Mr. Boutin, seconded by Mr. Coe, followed by a vote of all in favor, the Board of Supervisors accepted Ms. Nafis's pictures to receive and file for The Groves Community Development District.

A discussion ensued regarding proposals for enhancements and the gate entrance.

Anthony Buzzeo stated that the grate by the shed seems higher.

A resident spoke about the rain and drainage on Travita. It was stated that there were no issues with drainage.

Mr. Simon informed the Board that he would be reigning from the Board in June, July or August.

THIRD ORDER OF BUSINESS

**Consideration of Minutes of the Board of
Supervisors' Meeting held on April 3,
2019**

Mr. Simon presented the minutes of the Board of Supervisors' meeting held on April 3, 2019. There were changes requested to line 46 and 130.

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On a Motion by Mr. Boutin, seconded by Mr. Coe, followed by a vote of all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on April 3, 2019 as amended for The Groves Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of Operations and
Maintenance Expenditures for March 2019**

Mr. Simon presented the Operation and Maintenance Expenditures for March 2019 to the Board. Ms. Montagna read the O&M amount to be \$76,682.97.

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On a Motion by Mr. Boutin, seconded by Mr. Coe, followed by a vote of all in favor, the Board of Supervisors received and filed the Operation and Maintenance Expenditures for March 2019 (\$76,682.97) for The Groves Community Development District.

FIFTH ORDER OF BUSINESS

Presentation of Aquatics Report

Ms. Montagna presented the Aquatics Report dated April 5, 2019. A discussion ensued regarding the erosion at Pond 2A, the lilies on Pond 6A and the algae on Pond 4R.

SIXTH ORDER OF BUSINESS

**Consideration of Proposal to Remove
Cattails**

Discussion ensued regarding the removal of cattails at three areas.

On a Motion by Mr. Boutin, seconded by Mr. Coe, followed by a vote of all in favor, the Board of Supervisors approved the proposal for the removal of cattails in three areas as presented for The Groves Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration of Vertex's Aeration Proposal

Ms. Montagna presented the proposal for Aeration. Discussion ensued. The Board tabled this proposal until their June meeting and would like Chris Byrne from Vertex to attend the meeting to answer questions.

EIGHTH ORDER OF BUSINESS

Discussion Regarding ADA Website Requirements

Ms. Montagna and Mr. Vericker presented and reviewed the ADA statutory requirements for the District's website. Mw. Montagna will obtain proposals for the Board's next meeting.

NINTH ORDER OF BUSINESS

Consideration of Proposal to Adjust Fencing for Tennis Courts

Mr. Fowler presented and reviewed the proposal for adjusting the Tennis Courts' fencing.

On a Motion by Mr. Boutin, seconded by Mr. Loar, followed by a vote of all in favor, the Board of Supervisors approved Delamere Industries' proposal to adjust the tennis courts' fencing (not-to-exceed \$2,500.00) for The Groves Community Development District.

TENTH ORDER OF BUSINESS

Consideration of Revised Proposal for Front Entrance Lighting

Ms. Montagna presented and reviewed the proposal from Cornerstone for the lighting at the front entrance.

On a Motion by Mr. Coe, seconded by Mr. Boutin, followed by a vote of all in favor, the Board of Supervisors approved Cornerstone's revised proposal for the front entrance lighting (\$556.00) for The Groves Community Development District.

ELEVENTH ORDER OF BUSINESS

Consideration of PACA Renewal

Mr. Montagna presented the application for the PACA renewal. A discussion ensued. The Board decided to table the PACA Renewal until their next meeting.

TWELFTH ORDER OF BUSINESS

Presentation of Fiscal Year 2019/2020 Proposed Budget

Mr. Montagna presented and reviewed the Fiscal Year 2019/2020 proposed budget. A discussion ensued regarding various line items of the budget.

Ms. Montagna presented the budget letter from Aquatic Systems stating that they would not be increasing their fees for the next fiscal year. Attached as (Exhibit "B").

Mr. Coe presented a wish item for the budget. Attached as (Exhibit "C").

THIRTEENTH ORDER OF BUSINESS

**Consideration of Resolution 2019-03,
Approving Fiscal Year 2019/2020 Proposed
Budget and Setting the Public Hearing on
the Final Budget**

Mr. Montagna presented and reviewed Resolution 2019-03, Approving Fiscal Year 2019/2020 Proposed Budget and Setting the Public Hearing on the Final Budget.

On a Motion by Mr. Boutin, seconded by Mr. Cooley, followed by a vote of all in favor, the Board of Supervisors approved Resolution 2019-03, Approving Proposed Budget (\$1,247,726.00) and Setting the Public Hearing on the Final Budget (July 9, 2019 at 10:00 a.m.) at The Groves Civic Center, 7924 Melogold Circle, Land O' Lakes, FL 34637) for The Groves Community Development District.

FOURTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Vericker stated that the Traffic Study had been submitted to the County.

B. District Engineer

Ms. Vander Meade will provide options to help with the drainage at hole #10 at the golf course.

C. Clubhouse Manager

Mr. Fowler presented the Clubhouse Manager report for April 2019.

A discussion ensued regarding the purchase of concrete.

On a Motion by Mr. Boutin, seconded by Mr. Coe, followed by a vote of all in favor, the Board of Supervisors approved the purchase of concrete (\$1,200.00) for The Groves Community Development District.

Mr. Fowler presented a proposal for a kegerator. A discussion ensued.

On a Motion by Mr. Boutin, seconded by Mr. Coe, followed by a vote of all in favor, the Board of Supervisors approved the replacement of both kegerators (not-to-exceed \$4,000.00) for The Groves Community Development District.

D. District Manager

Ms. Montagna noted the next scheduled meeting is scheduled for June 4, 2019 at 6:30 p.m. at The Groves Civic Center, located at 7924 Melogold Circle, Land O'Lakes, FL 34637.

Ms. Montagna stated that she will send the District's Reserve Study to District Engineer for review and then will place it on the Board's next meeting agenda.

FIFTEENTH ORDER OF BUSINESS

Supervisor Requests

Ms. Montagna asked if there were any Supervisor requests. There were none put forth at this time.

SIXTEENTH ORDER OF BUSINESS

Adjournment

Mr. Simon requested a motion to adjourn the meeting of the Board of Supervisors' for The Groves Community Development District.

On a Motion by Mr. Boutin, seconded by Mr. Cooley, and followed by a vote of all in favor, the Board of Supervisors adjourned the meeting at 11:51 p.m. for The Groves Community Development District.

Secretary/Assistant Secretary

Chairman/Vice Chairman

Exhibit A

Exhibit "A"



[To Davey.com](http://davey.com)

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[Lawn & Landscape Questions](#)

[Tree Pests & Disease](#)

[Tree Planting Resources](#)

[Choosing The Right Tree](#)



THE BEST WAY TO PRUNE PALM TREES (STEP-BY-STEP)

August 9, 2016

[Home](#) / [The Best Way to Prune Palm Trees \(Step-by-Step\)](#)

Topics

[palm trees](#) [pruning](#) [palm tree pruning](#) [how to prune palm trees](#)

What's the first thing that comes to mind when you think of palm trees?

Sign Up for Free Tree & Landscaping Tips!



The scene probably includes a light breeze, warm sand and turquoise water washing ashore. That is why we *love* the slice of paradise palm trees bring to our landscape.

Because palm trees exude such bliss, it's our job to give them the best care possible. Proper palm tree trimming is key to keeping these treasures healthy and thriving.

Scroll on to learn how to prune palm trees – step-by-step.

STEP 1: INSPECT THE TREE

Old or dead palm tree leaves—called fronds—should be at the top of your pruning list. They're yellow or brown on the outside and may be harboring pests underneath.

Also, check stems for flowers or fruit. Both can slow tree growth by providing food or shelter for pests.

STEP 2: PLAN THE PRUNE

Before you begin, remember this key palm tree trimming tip.

Prune only to remove old fronds, flowers, fruit, or hazardous limbs.

Trimming beyond that creates a thin and narrow “hurricane cut” that's not good for the health or look of your tree. Palm trees need a full, circular canopy of healthy, green fronds to continue to grow and defend against pests.

STEP 3: THE PRECISE PRUNE

Depending on the size of your palm tree, pruning shears or a saw will do the job. If you need to trim tall palm trees, call in a certified arborist. Attempting to climb a ladder, while wielding pruning tools, puts you in danger.

Sign Up for Free Tree & Landscaping Tips!

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Pruning Palms

If you have palm trees, you may be wondering about the proper way to prune them.

Some palm trees don't need to be pruned, like our native cabbage palm—it automatically sheds its dead leaves.

If you have palms that aren't self-cleaning, you may choose to prune them periodically. Just use a pole saw to remove any brown fronds. Leave the green fronds alone, since they're the energy factory for the tree.

If you hire a tree service, don't let them climb with tree spikes, since these cause permanent damage to the trunk.

Hurricane Pruning

When it comes to pruning palm trees, less is usually better. You never want to overprune your palms by subjecting them to what's called "hurricane pruning" or "hurricane cutting," where all but a few fronds are cut off.

Palms are naturally able to withstand the high winds that hurricanes bring, so removing fronds isn't necessary. In fact, it can seriously damage the palm tree.

When pruning palms, only remove fronds that are completely brown and that hang below the 9 o'clock or 3 o'clock position. If you hire a professional, make your wishes clear by putting them in writing. Explain that you want your palms to have a rounded canopy, not a mohawk.

Always remember that the point of pruning is to remove only dead growth.

Palm Tree Fruit Removal

In addition to periodic pruning, you may want to remove the fruit stalks from certain palm trees to keep them safe and prevent future problems.

Queen palms ([/plants/trees-and-shrubs/palms-and-cycads/queen-palm.html](http://plants/trees-and-shrubs/palms-and-cycads/queen-palm.html)) fruit abundantly and can create a mess when the fruits fall on sidewalks or driveways. If left alone, the seeds may germinate and create a weed problem. Coconut palms produce heavy fruits that can pose a hazard to people or vehicles below.

In these situations, you can remove the fruits or even the flowering stalks on an as-needed basis. It won't harm the tree and will prevent future issues. **Never remove any green leaves, since** doing so can damage the tree. If you're not able to do the job yourself, remember that you can always hire a certified arborist.

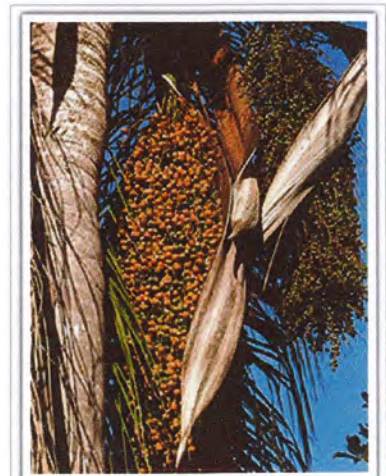
UF/IFAS Sites

Pruning Palms (<http://hort.ifas.ufl.edu/woody/pruning-palms.shtml>)

Video: How to Prune a Cabbage Palm--Lee County Extension on YouTube (<http://www.youtube.com/watch?v=cAL19Dz11rl>)



Severely overpruned palms



Queen palm with fruit. ©Doug Caldwell, UF/IFAS.







Exhibit B

April 2019

Ms. Angel Montagna, District Manager
Groves CDD
c/o Rizzetta & Company
5844 Old Pasco Road, Suite #100
Wesley Chapel, Florida 33544

RE: Account # 00076991
Notice of Projected Increase for 2020 Budget

VIA EMAIL: AMONTAGNA@RIZZETTA.COM

Dear Angel:

The anniversary date of your **Aquatic Systems, Inc.** waterway management program is **March 1, 2020.**

We are pleased to report that your resource management program for care of your waterway system has been successful; therefore, we are extending our scheduled visits for the next successive twelve months at the SAME investment: \$1,486.00 Monthly.

Please ensure that this budget notification is placed on the CDD Agenda for the Budget Review Meeting.

If at any time during the term of this Agreement the government imposes any additional related permit requirements, water testing and/or fees, this Agreement may be renegotiated to include these changes and the cost of the additional services and/or fees. If a renegotiated contract can not be agreed upon ASI reserves the right to cancel this Agreement.

If you have any questions regarding your waterway program, please give me a call, we appreciate your business and look forward to another successful year ahead!

Sincerely,



Jimmy E. Taylor
Wesley Chapel Sales Manager
JET/gu

cc: Doug Agnew, General Manager/Senior Consultant

Enclosure

Exhibit C

2020 Budget

2019/2020 Budget

Wayne Coe

Thu 4/11/2019 11:22 AM

To: amontagna@rizzetta.com <amontagna@rizzetta.com>

Cc: Stephen Fowler <clubhouse@thegrovescdd.com>

Angel,

You requested budget wish lists before the May 7th meeting so here is my only request.

Capital Improvement: "Second Entrance Construction" \$7,500.

I have two estimates from 2018 to build 4 brick columns and a 7' brick wall approximately - \$6,000.

I have one estimate from 2018 for column and wall coping - \$1,000.

New Lighting estimate - \$500.

Thanks,

Wayne Coe

Seat1@TheGrovesCDD.org

(h) 813-383-3453