



Rizzetta & Company

The Groves Community Development District

**Board of Supervisors' Meeting
November 12, 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	Bill Boutin	Chairman
	Richard Loar	Vice Chairman
	Jimmy Allison	Assistant Secretary
	Donald Cooley	Assistant Secretary
	Christina Cunningham	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

November 4, 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, November 12, 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 October 1, 2019.....Tab 1
 - B. Consideration of Operation & Maintenance Expenditures for September 2019.....Tab 2
- 5. BUSINESS ITEMS**
 - A. Presentation of Aquatics Report.....Tab 3
 - B. Discussion Regarding Proposal to Add Fish to the Ponds
 - C. Consideration of Proposal to Treat Algae on Rim Ditches.....Tab 4
 - D. Consideration of Yellowstone's Landscape Proposals.....Tab 5
 - E. Discussion Regarding Micro Surfacing of the Roads.....Tab 6
- 6. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 1. Update Regarding Trovita/Eustis Road Repair
 - C. Clubhouse Manager
 1. Review of Monthly Report.....Tab 7
 2. Discussion Regarding Bingo Tables, Stove, Freezer, Banquet Tables, and Pool Maintenance Contract.....Tab 8
 - D. District Manager
 1. Discussion Regarding Vegetation Overgrowth
- 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, October 1, 2019 at 10:00 a.m.** at The Groves Civic Center, located at 7924 Melogold Circle, Land O' Lakes, Florida 34637.

Present and constituting a quorum:

Bill Boutin	Board Supervisor, Vice Chairman
Donald Cooley	Board Supervisor, Assistant Secretary
Jimmy Allison	Board Supervisor, Assistant Secretary

Also present were:

Richard Loar	Board Supervisor, Assistant Secretary <i>(via conference call)</i>
Christina Cunningham	Board Supervisor
Angel Montagna	District Manager, Rizzetta & Company, Inc.
John Vericker	District Counsel, Straley, Robin & Vericker
Katie Vander Meade	District Engineer, Landmark Engineering
Stephen Fowler	Operations Manager
Patrick Brophy	Representative, Aquatic Systems
Brian Kimble	District Manager, Rizzetta & Company, Inc.

Audience: **Present**

FIRST ORDER OF BUSINESS

**Call to Order and Pledge of
Allegiance**

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

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

SECOND ORDER OF BUSINESS

Audience Comments

Mr. Boutin asked if there were any audience comments. Audience comments were entertained regarding the hedges on US 41, the hot tub and pool chairs that are in bad shape.

A letter was received from the Vice President of the Master Association regarding golf carts being registered. Attached as (Exhibit "A").

On a Motion by Mr. Boutin, seconded by Mr. Cooley, followed by a vote of all in favor, the Board of Supervisors accepted into record the Memo from Geraldine Mayerman for The Groves Community Development District.

District Counsel will review the letter.

Comments were also entertained regarding the gates and the pool umbrellas.

THIRD ORDER OF BUSINESS

Administer Oath of Office to Christina Cunningham

Ms. Montagna, a Notary Public in the State of Florida, administered the Oath of Office to Christina Cunningham. Ms. Cunningham swore and affirmed to the oath and executed it. Ms. Cunningham opted to receive compensation for meeting attendance.

FOURTH ORDER OF BUSINESS

Review of Form 1 and Sunshine Amendment

Ms. Montagna gave Ms. Cunningham a new Supervisor packet and Mr. Vericker briefly reviewed the Form 1 requirements and the Sunshine Amendment.

The Board discussed holding a CDD 101 Workshop at their November Board meeting.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2020-01, Designating Officers of the District

Ms. Montagna presented and reviewed Resolution 2020-01, Designating Officers of the District. Ms. Cunningham made a motion to appoint Richard Loar as Chairman and Mr. Cooley seconded the motion. The motion failed 2-3. Mr. Allison made a motion to appoint Bill Boutin as Chairman and Mr. Cooley seconded it.

Mr. Boutin made a motion to appoint Don Cooley as Vice Chair and Mr. Allison seconded it. The motion failed 2-3. Ms. Cunningham made a motion to appoint Richard Loar as Vice Chairman and Mr. Cooley seconded it.

On a Motion by Mr. Allison, seconded by Mr. Cooley, followed by a vote of all in favor the Board of Supervisors approved Resolution 2020-01, Designating Officers of the District as follows: Bill Boutin – Chairman, Richard Loar – Vice Chairman, and Donald Cooley, Jimmy Allison, Christina Cunningham and Angel Montagna – Assistant Secretaries for The Groves Community Development District.

SIXTH ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Meeting held on September 17, 2019

Mr. Boutin presented the minutes of the Board of Supervisors' meeting held on September 17, 2019. There were changes made to line 46, 57 and 163.

On a Motion by Mr. Allison, seconded by Mr. Cooley, followed by a vote of all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on September 17, 2019 as amended for The Groves Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration of Operations and Maintenance Expenditures for August 2019

Mr. Boutin presented the Operation and Maintenance Expenditures for August 2019 to the Board. Ms. Montagna read the O&M amount to be \$90,930.35. There was a brief discussion regarding Serv Pro and Lake Doctor invoices.

On a Motion by Mr. Loar, seconded by Mr. Cooley, followed by a vote of all in favor, the Board of Supervisors received and filed the Operation and Maintenance Expenditures for August 2019 (\$90,930.35) for The Groves Community Development District.

EIGHTH ORDER OF BUSINESS

Presentation of Aquatics Report

Mr. Brophy presented and reviewed the Aquatics Report dated September 16, 2019. A brief discussion ensued regarding the aquatic maintenance.

NINTH ORDER OF BUSINESS

Consideration of Yellowstone's Landscape Proposals

Ms. Montagna presented the landscape maintenance proposals from Yellowstone. A discussion ensued. The Board approved the following proposal:

On a Motion by Mr. Cooley, seconded by Mr. Allison, followed by a vote of four in favor and one opposed (Richard Loar), the Board of Supervisors approved Yellowstone's proposal #17881 for Sod Removal and Installation (\$9,316.00) on the Board of Supervisors for The Groves Community Development District.

The Board tabled the remaining proposals until their November meeting.

TENTH ORDER OF BUSINESS

**Discussion
Agreement**

Regarding

Tennis

Mr. Cooley spoke regarding this topic.

On a Motion by Mr. Cooley, seconded by Mr. Allison, followed by a vote of all in favor, the Board of Supervisors approved rescinding the Tennis Agreement with Blake Mallick for The Groves Community Development District.

ELEVENTH ORDER OF BUSINESS

**Discussion Regarding Adding fish to
the Ponds**

Mr. Brophy reviewed the process regarding adding fish to the ponds. He discussed triploid carp, carp barriers, and Florida Wildlife Conservation. The Board requested a proposal for carp for their next meeting.

TWELFTH ORDER OF BUSINESS

**Consideration of Aquatic Systems'
Proposal to Add Site #19 to the
Maintenance Program**

Mr. Brophy presented Aquatic Systems' proposal to add Site #19 to the Maintenance Program for a total of \$311.00/monthly. A discussion ensued. Mr. Brophy will revise the proposal to include the other rim ditches.

THIRTEENTH ORDER OF BUSINESS

**Further Discussion Regarding
Alternative Approaches to the
District's Roads**

Mr. Boutin reviewed information regarding alternative approaches to the District's Roads that he had researched. No Board action was taken.

FOURTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Vericker will work on the follow-up items.

B. District Engineer

No report currently.

C. Clubhouse Manager

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

It was decided that the proposal from Fence Pro for the gates was not needed.

Mr. Fowler presented the Inspection Report form the Division of Alcoholic Beverages and Tobacco. He stated that Catered by Vesh passed the inspection report without any issues.

D. District Manager

Ms. Montagna noted the next scheduled meeting is scheduled for November 12, 2019 at 6:30 p.m. at The Groves Civic Center, located at 7924 Melogold Circle, Land O'Lakes, FL 34637 with the CDD 101 Workshop prior to the Board meeting at 5:30 p.m.

Ms. Montagna presented the proposal for the District's insurance renewal.

On a Motion by Mr. Allison, seconded by Mr. Cooley, followed by a vote of all in favor, the Board of Supervisors ratified the proposal from Egis for the District's Insurance Renewal for The Groves Community Development District.

Ms. Montagna presented the First Addendum to the District Services Contract Attached as (Exhibit "B").

On a Motion by Mr. Cooley, seconded by Mr. Allison, followed by a vote of all in favor, the Board of Supervisors approved the First Addendum to the District Services Contract as presented for The Groves Community Development District.

FIFTEENTH ORDER OF BUSINESS

Supervisor Requests

Ms. Montagna asked if there were any Supervisor requests.

Mr. Boutin spoke about gold cart security and safety checks, the Vesh vehicles, and trustee fees.

Ms. Cunningham spoke about the ADA website.

Mr. Loar spoke regarding finances, the Reserve Study vendor, and a security update.

SIXTEENTH ORDER OF BUSINESS

Adjournment

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

On a Motion by Mr. Cooley, seconded by Mr. Loar, and followed by a vote of all in favor, the Board of Supervisors adjourned the meeting at 11:29 a.m. for The Groves Community Development District.

Secretary/Assistant Secretary

Chairman/Vice Chairman

Exhibit A

Exhibits.



7924 Melogold Circle
Land O Lakes, FL 34637
813-995-2832 Fax: 813-929-8592

Board of Supervisors
The Groves Golf & Country Club
Community Development District
c/o Angela Montagna, District Manager
Rizetta & Company, Inc.
5844 Old Pasco Road
Suite 1100
Wesley Chapel, FL 33544

Dear Board of Supervisors,

It has recently come to the attention of the Board of Directors for the Master Association that non-residents and unauthorized individuals have been accessing the community and golf course by using their own privately owned golf carts. This has raised safety and security concerns for the Association. In addition, some unauthorized users have caused damage to the golf course. In an attempt to identify and limit those unauthorized users, the Master Association would like to require all privately owned golf carts owned by residents of The Groves to be registered with the Master Association. Upon such registration, the resident will receive a decal to be placed and displayed on the golf cart at all times. This will assist management in identifying those individuals who are non-residents and not properly registered with the Golf Club to use the golf course. At this time, the Master Association does not intend to charge a fee for such registration. The Master Association has prepared a Board Resolution that it plans to discuss at its October 30th meeting. A copy of the proposed resolution is enclosed with this letter.

As you know, the Master Association owns and operates the golf club, however, as the community streets are owned by the CDD, the purpose of this letter is to seek the CDDs consent of the enclosed Board Resolution and the resulting golf cart registration procedure. A representative of the Master Association will be present at the October 1st meeting of the Board of Supervisors of the CDD to answer any questions the Board may have.

Thank you for your consideration.

Geraldine Mayerman

Geraldine Mayerman, Vice President

RESOLUTION OF THE BOARD OF DIRECTORS OF THE GROVESW GOLF & COUNTRY CLUB MASTER ASSOCIATION REQUIRING REGISTRATION OF ALL PRIVATELY OWNED GOLF CARTS IN THE GROVES GOLF & COUNTRY CLUB

RECITALS

WHEREAS, the Board of Directors is empowered to adopt rules and regulations for use of the Golf Course and the Common Areas within The Groves Golf & Country Club; and

WHEREAS, it has come to the attention of the Board of Directors that non-residents and unauthorized individuals have been driving and using golf carts in the community and on the golf course; and

WHEREAS, such unauthorized use poses safety and security concerns for the community and additionally unauthorized users have caused damage to the golf course; and

WHEREAS, the Board of Directors has determined it to be in the best interests of the Association and community to require all residents of the Groves Golf & Country Club who own and use private golf carts to register such golf carts with the Association;

NOW, THEREFORE, the Board of Directors of the Association hereby approves the following resolution, which shall govern and supersede any provisions of the Association's policies, rules or regulations which specifically conflict with the provisions hereof:

1. The foregoing recitals are true and correct and hereby incorporated.
2. The Board of Directors hereby adopts the following policy related to the use of golf carts in the Groves Golf & Country Club:
 - a. All privately owned golf carts used in the Groves Golf & Country Club must abide by any and all rules and regulations for golf cart use set forth by the Groves Golf & Country Club Community Development District;
 - b. All privately owned golf carts in the Groves Golf & Country Club must be registered with the Association beginning November 15, 2019;
 - c. Upon registration, all privately owned golf carts shall receive a ²decal that must be placed and displayed on the golf cart at all times;
 - d. If a resident does not register their privately owned golf cart they will receive a Notice of Non-Compliance and if after receiving such notice they fail to register their golf cart the resident will be deemed in violation of the rules and regulations of the Association and the Board will proceed accordingly.

Exhibit B

FIRST ADDENDUM TO THE CONTRACT FOR PROFESSIONAL DISTRICT SERVICES

This First Addendum to the Contract for Professional District Services (this "**Addendum**"), is made and entered into as of the 1st day of October, 2019 (the "**Effective Date**"), by and between **The Groves Community Development District**, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, located in the Pasco County, Florida (the "**District**"), and **Rizzetta & Company, Inc.**, a Florida corporation (the "**Consultant**").

RECITALS

WHEREAS, the District and the Consultant entered into the Contract for Professional District Services dated October 1, 2018 (the "**Contract**"), incorporated by reference herein; and

WHEREAS, the District and the Consultant desire to amend **Exhibit B** - Schedule of Fees of the Fees and Expenses, section of the Contract as further described in this Addendum; and

WHEREAS, the District and the Consultant each has the authority to execute this Addendum and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this Addendum so that this Addendum constitutes a legal and binding obligation of each party hereto.

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which is hereby acknowledged, the District and the Consultant agree to the changes to amend **Exhibit B** - Schedule of Fees attached.

The amended **Exhibit B** - Schedule of Fees are hereby ratified and confirmed. All other terms and conditions of the Contract remain in full force and effect.

IN WITNESS WHEREOF the undersigned have executed this Addendum as of the Effective Date.

(Remainder of this page is left blank intentionally)

Therefore, the Consultant and the District each intend to enter this Addendum, understand the terms set forth herein, and hereby agree to those terms.

ACCEPTED BY:

RIZZETTA & COMPANY, INC.

BY: _____

PRINTED NAME: William J. Rizzetta

TITLE: President

DATE: _____

WITNESS: _____

Signature

Print Name

THE GROVES COMMUNITY DEVELOPMENT DISTRICT

BY: _____

PRINTED NAME: _____

TITLE: Chairman/Vice Chairman

DATE: _____

ATTEST: _____

Vice Chairman/Assistant Secretary
Board of Supervisors

Print Name

Exhibit B – Schedule of Fees

EXHIBIT B
Schedule of Fees

STANDARD ON-GOING SERVICES:

Standard On-Going Services will be billed in advance monthly pursuant to the following schedule:

	ANNUALLY
Management:	\$40,215.00
Administrative:	\$ 8,600.00
Accounting:	\$22,000.00
Financial & Revenue Collections:	\$ 5,250.00
Assessment Roll (1):	\$ 5,250.00
Total Standard On-Going Services:	\$81,315.00

(1) Assessment Roll is paid in one lump-sum payment at the time the roll is completed.

ADDITIONAL SERVICES:

Extended and Continued Meetings	Hourly	\$ 175
Special/Additional Meetings	Per Occurrence	Upon Request
Modifications and Certifications to		
Special Assessment Allocation Report	Per Occurrence	Upon Request
True-Up Analysis/Report	Per Occurrence	Upon Request
Re-Financing Analysis	Per Occurrence	Upon Request
Bond Validation Testimony	Per Occurrence	Upon Request
Special Assessment Allocation Report	Per Occurrence	Upon Request
Bond Issue Certifications/Closing Documents	Per Occurrence	Upon Request
Electronic communications/E-blasts	Per Occurrence	Upon Request
Special Information Requests	Hourly	Upon Request
Amendment to District Boundary	Hourly	Upon Request
Grant Applications	Hourly	Upon Request
Escrow Agent	Hourly	Upon Request
Continuing Disclosure/Representative/Agent	Annually	Upon Request
Community Mailings	Per Occurrence	Upon Request
Response to Extensive Public		
Records Requests	Hourly	Upon Request

PUBLIC RECORDS REQUESTS FEES:

Public Records Requests will be billed hourly to the District pursuant to the current hourly rates shown below:

JOB TITLE:	HOURLY RATE:
Senior Manager	\$ 52.00
District Manager	\$ 40.00
Accounting & Finance Staff	\$ 28.00
Administrative Support Staff	\$ 21.00

LITIGATION SUPPORT SERVICES:	Hourly	Upon Request
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ADDITIONAL THIRD-PARTY SERVICES:

Pre-Payment Collections/Estoppel/Lien Releases:

Lot/ Homeowner	Per Occurrence	Upon Request
Bulk Parcel(s)	Per Occurrence	Upon Request