



Rizzetta & Company

The Groves Community Development District

**Board of Supervisors' Meeting
December 3, 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 25, 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, December 3, 2019 at 10:00 a.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 November 12, 2019.....Tab 1
 - B. Consideration of the Minutes of the Workshop held on November 12, 2019.....Tab 2
 - C. Consideration of Operation & Maintenance Expenditures for October 2019.....Tab 3
- 5. BUSINESS ITEMS**
 - A. Aquatics Report.....Tab 4
 - B. Discussion Regarding Proposal for Adding Fish to Two Ponds as a Trial
 - C. Consideration of Proposal to Treat Algae on Rim Ditches on a Quarterly Basis.....Tab 5
 - D. Discussion Regarding Cost Sharing with the HOA for Microphones
 - E. Consideration of Facility Use Agreement for Polling Places.....Tab 6
 - F. Discussion Regarding Security.....Tab 7
 - G. Discussion Regarding Mr. Vesh's Contract.....Tab 8
- 6. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. Clubhouse Manager
 1. Review of Monthly Report.....Tab 9
 2. Consideration of Various Proposals.....Tab 10
 - D. District Manager
- 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, November 12, 2019 at 6:40 p.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, Chairman
Richard Loar	Board Supervisor, Vice Chairman
Donald Cooley	Board Supervisor, Assistant Secretary
Jimmy Allison	Board Supervisor, Assistant Secretary
Christina Cunningham	Board Supervisor, Assistant Secretary

Also present were:

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

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 toilet paper received, an incident at the clubhouse and Mr. Fowler's phone number being posted.

Mr. Buzzeo were also entertained regarding holding a barbeque, letters on signage being dark, and the pool umbrellas being difficult to close. Ms. Montagna stated that Cornerstone will be providing a proposal to redo the letters on the signage.

Mr. Lombard discussed the back gate. Ms. Montagna stated that she would obtain a proposal to secure the back gate at the December meeting.

Further comments were also entertained regarding the sprinklers being on, the background on Vesh's signage, a thank you to Mr. Fowler for painting the shuffleboard, having the CDD meeting agenda posted on the HOA's website, and security.

THIRD ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Meeting held on October 1, 2019

Mr. Boutin presented the minutes of the Board of Supervisors' meeting held on October 1, 2019. The Board requested changes to line 114, 182 and 185.

On a Motion by Mr. Loar, seconded by Ms. Cunningham, followed by a vote of all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on October 1, 2019 as amended for The Groves Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of Operations and Maintenance Expenditures for September 2019

Mr. Boutin presented the Operation and Maintenance Expenditures for September 2019 to the Board. Ms. Montagna read the O&M amount to be \$82,772.36.

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 September 2019 (\$82,772.36) for The Groves Community Development District.

FIFTH ORDER OF BUSINESS

Aquatics Report

Mr. Montagna presented and reviewed the Aquatics Report dated October 16, 2019. It was stated that there are some improvements with the cooler weather.

SIXTH ORDER OF BUSINESS

Discussion Regarding Adding Fish to the Ponds

A discussion ensued. The Board requested a proposal for their next meeting to treat pond 3A and 14 on a trial basis.

SEVENTH ORDER OF BUSINESS

**Consideration of Proposal to Treat
Algae on Rim Ditches**

Mr. Brophy presented Aquatic Systems proposal to treat the canals. A discussion ensued. The Board requested a proposal for a quarterly treatment.

EIGHTH ORDER OF BUSINESS

**Consideration of Yellowstone's
Landscape Proposals**

Ms. Montagna presented the proposal form Yellowstone Landscape for the installation of annuals. The Board decided to table the proposal until the monument is repaired.

NINTH ORDER OF BUSINESS

**Discussion Regarding Micro Surfacing
of the Roads**

Mr. Boutin presented and reviewed the documents regarding the micro surfacing of the District's roads. No Board action was taken.

TENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Vericker gave the Board an update on a letter he received regarding the HOA.

B. District Engineer

Ms. Vander Meade presented and reviewed a proposal from Finn Outdoor for control structure maintenance.

On a Motion by Mr. Cooley, seconded by Ms. Cunningham, followed by a vote of all in favor, the Board of Supervisors approved Finn Outdoor's proposal for Control Structure Maintenance (\$8,750.00) for The Groves Community Development District.

C. Clubhouse Manager

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

Mr. Fowler presented his documents for a discussion regarding the bingo tables, stove, freezer, banquet tables, and pool maintenance contract. A discussion ensued regarding the various items.

The Board approved the following proposals:

On a Motion by Mr. Allison, seconded by Ms. Cunningham, followed by a vote of all in favor, the Board of Supervisors approved the new pool contract from Professional Pool Maintenance (\$750.00/monthly) for The Groves Community Development District.

The Board authorized District staff to send a termination letter to the current pool maintenance vendor to stop services on January 1, 2020.

On a Motion by Mr. Loar, seconded by Mr. Allison, followed by a vote of four in favor and one opposed (Donald Cooley), the Board of Supervisors approved the purchase of a Garland Stove (not-to-exceed \$2,997.00 from the Reserves) for The Groves Community Development District.

On a Motion by Mr. Loar, seconded by Mr. Allison, followed by a vote of all in favor, the Board of Supervisors approved the purchase of an Arctic Air Refrigerator (not-to-exceed \$3,000.00 from the Reserves) for The Groves Community Development District.

On a Motion by Mr. Cooley, seconded by Ms. Cunningham, followed by a vote of all in favor, the Board of Supervisors approved the purchase of 16 Banquet Tables (\$3,360.00) for The Groves Community Development District.

D. District Manager

Ms. Montagna noted the next scheduled meeting is scheduled for December 3, 2019 at 10:00 a.m. at The Groves Civic Center, located at 7924 Melogold Circle, Land O'Lakes, FL 34637.

Ms. Montagna opened the floor for a discussion regarding vegetation overgrowth.

ELEVENTH ORDER OF BUSINESS

Supervisor Requests

Ms. Montagna asked if there were any Supervisor requests.

Ms. Cunningham asked for an update on the ADA website and spoke regarding security vendors.

Mr. Allison asked about parking for golf carts.

Mr. Loar stated that the HOA is looking at microphones and would like to share the cost with the CDD. He also spoke about bidding on the landscape contract with the HOA.

Mr. Cooley stated that he was meeting with Mr. Fowler and a vendor regarding the back gate.

Mr. Boutin had questions about Aquatic Systems proposal.

TWELFTH ORDER OF BUSINESS

Adjournment

THE GROVES COMMUNITY DEVELOPMENT DISTRICT

November 12, 2019 Minutes of Meeting

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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. Loar, seconded by Mr. Cooley, and followed by a vote of all in favor, the Board of Supervisors adjourned the meeting at 8:21 p.m. for The Groves Community Development District.

Secretary/Assistant Secretary

Chairman/Vice Chairman

Exhibit A

Finn Outdoor
1304 43rd Avenue Dr W
Palmetto, FL 34221 US
(813)957-6075
robb@finnoutdoor.com



Estimate

ADDRESS

Katie Vander Meade
Landmark Engineering
8515 Palm River Rd
Tampa, FL 33619

ESTIMATE # 1672

DATE 11/05/2019

EXPIRATION DATE 01/01/2020

ACTIVITY	QTY	RATE	AMOUNT
Control Structure Maintenance Inlet Structure Restoration - Curb Side Inlet repair - Remove and replace up to 100 sq ft. asphalt and road base. Repair pipe/structure connection. Back fill and compact repair area.	1	8,750.00	8,750.00
The Grove - Land O Lakes, FL			
TOTAL			\$8,750.00

Accepted By

Accepted Date

Tab 2

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 **workshop** of the Board of Supervisors of The Groves Community Development District was held on **Tuesday, November 12, 2019 at 5:30 p.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, Chairman
Richard Loar	Board Supervisor, Vice Chairman
Donald Cooley	Board Supervisor, Assistant Secretary
Jimmy Allison	Board Supervisor, Assistant Secretary
Christina Cunningham	Board Supervisor, Assistant Secretary

Also present were:

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: **None 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.

FIRST ORDER OF BUSINESS

Review of Sunshine Law

Mr. Vericker reviewed the Sunshine Law with the Board members and entertained their questions.

SECOND ORDER OF BUSINESS

Adjournment

Mr. Boutin adjourned the workshop of the Board of Supervisors' for The Groves Community Development District.

Secretary/Assistant Secretary

Chairman/Vice Chairman

DRAFT

Tab 3

THE GROVES COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 5844 OLD PASCO ROAD · SUITE 100 · WESLEY CHAPEL, FLORIDA 33544

Operation and Maintenance Expenditures October 2019 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from October 1, 2019 through October 31, 2019. This does not include expenditures previously approved by the Board.

The total items being presented: **\$86,065.92**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

The Groves Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2019 Through October 31, 2019

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Ada Whitehouse	006632	091019	Reimburse - Electric For Fountain 08/19	\$ 90.00
Aquatic Systems, Inc.	006660	0000457517	Monthly Lake & Wetland Services 10/19	\$ 1,486.00
Bright House Networks	006625	0034594836-01 10/19	7924 Melogold Circle-Ballroom 10/19	\$ 6.60
Bright House Networks	006661	0034594836-01 11/19	7924 Melogold Circle-Ballroom 11/19	\$ 6.60
Bright House Networks	006661	046594101101019 09/1	7924 Melogold Circle-Golf & Club 10/19	\$ 608.61
Bright House Networks	006649	0513890011093019	7924 Melogold Circle-Front Gates 09/19	\$ 133.20
Bright House Networks	006625	051389101092319	7924 Melogold Circle-Back Gate 10/19	\$ 118.40
Bright House Networks	006649	051389201093019	7924 Melogold - Maintenance Shed 10/19	\$ 47.20
Bright House Networks	006625	051389301092019	7924 Melogold Circle-Main Office 10/19	\$ 73.95
Central Termite & Pest Control Inc.	006636	47767	Pest Control Monthly 09/19	\$ 50.00
Christina Cunningham	006640	CC100119	Board Of Supervisors Meeting 10/01/19	\$ 200.00

The Groves Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2019 Through October 31, 2019

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
City of Clearwater	006662	4156233 10/19	7924 Melogold Circle 10/19	\$ 393.40
Clean Sweep Supply Co., Inc.	006638	00205853	Janitorial Supplies 09/19	\$ 174.90
Clean Sweep Supply Co., Inc.	006663	00205987	Janitorial Supplies 10/19	\$ 171.10
Commercial Fire & Communications, Inc.	006637	5617636	Fire Alarm Service Annual Fee FY19/20	\$ 390.00
Donald Ray Cooley	006639	DC100119	Board Of Supervisors Meeting 10/01/19	\$ 200.00
Florida Department of Revenue	006650	61-8017755714-009/19	Sales & Use Tax 09/19	\$ 104.39
GreatAmerica Financial Services Corporation	006626	25509711	Copier Maintenance/Color Images 09/19	\$ 421.07
GreatAmerica Financial Services Corporation	006664	25698574	Copier Maintenance/Color Images 10/19	\$ 421.91
Innersynce Studio, Ltd DBA Campus Suite	006651	17623	CDD ADA Implementation 10/19	\$ 2,325.00
Jimmy Allison	006634	JA100119	Board Of Supervisors Meeting 10/01/19	\$ 200.00
Landmark Engineering & Surveying Corp.	006627	2000020-227	Engineering Services 08/19	\$ 545.00

The Groves Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2019 Through October 31, 2019

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Landmark Engineering & Surveying Corp.	006665	2000020-228	Engineering Services 09/19	\$ 877.50
Navitas Credit Corp	006666	40526618-1 10/19	Security Surveillance 10/19	\$ 2,103.19
Pasco County	006628	12464409	7924 Melogold Circle Hydrant 08/19	\$ 25.48
Pasco County	006642	12493585	7924 Melogold Reclaimed Water 08/19	\$ 1,073.82
Pasco County	006657	Pasco Summary 09/19	Pasco Water Summary 09/19	\$ 1,538.47
ProPump & Controls, Inc.	006667	0036162-IN	Irrigation Pump Maintenance 10/19	\$ 390.00
ProPump & Controls, Inc.	006667	0036660-IN	Repairs On Irrigation Pump 09/19	\$ 480.00
ProPump & Controls, Inc.	006652	0036895-IN	Replaced Swing Check Valve 09/19	\$ 756.28
Richard Loar	006641	RI100119	Board Of Supervisors Meeting 10/01/19	\$ 200.00
Rizzetta & Company, Inc.	006643	INV0000043778	Assessment Roll Preparation FY 19/20	\$ 5,250.00
Rizzetta & Company, Inc.	006643	INV0000043906	District Management Fees 10/19	\$ 6,338.75

The Groves Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2019 Through October 31, 2019

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Rizzetta Amenity Services, Inc.	006644	INV00000000006712	Bi-Weekly Payroll-Insurance Reim 10/19	\$ 6,961.79
Rizzetta Amenity Services, Inc.	006658	INV00000000006768	Bi-Weekly Payroll-Insurance Reim 10/19	\$ 4,961.79
Rizzetta Amenity Services, Inc.	006653	INV00000000006742	Out of Pocket Expenses 09/19	\$ 128.05
Rizzetta Technology Services, LLC	006668	INV0000004811	Email & Website Hosting Services 10/19	\$ 175.00
Rose Paving, LLC	006669	67369	Restriping Lot Marking 10/19	\$ 3,878.25
Securiteam, Inc.	006645	12475	Quarterly Video Monitoring 10/19	\$ 6,300.00
South Central Communications Corporation	006670	746684	Clubhouse Music Monthly Service 10/19	\$ 148.28
Steve Gaskins Contracting, Inc.	006646	22126	Off Duty Deputy & Scheduler Fee 08/19	\$ 524.00
Steve Gaskins Contracting, Inc.	006671	22422	Off Duty Deputy & Scheduler Fee 09/19	\$ 524.00
Straley Robin Vericker	006629	17489	Legal Services 09/19	\$ 642.50
Straley Robin Vericker	006672	17580	Legal Services 10/19	\$ 3,069.05

The Groves Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2019 Through October 31, 2019

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Suncoast Pool Service	006673	5674	Pool Maintenance & Supplies 10/19	\$ 945.00
The Groves CDD	CD360	CD360	Debit Card Replenishment	\$ 1,278.15
The Lake Doctors, Inc.	006674	461122	Fountain Quarterly Service 10/19	\$ 305.00
Times Publishing Company	006647	0000001402 09/20/19	Acct 109332 Legal Advertising 09/19	\$ 117.60
Universal Protection Service LLC	006630	9267077	Security Officers 09/06/19-09/19/19	\$ 2,410.80
Universal Protection Service LLC	006654	9314098	Security Officers 09/20/19-10/03/19	\$ 2,410.80
Universal Protection Service LLC	006675	9361641	Security Officers 10/04/19-10/17/19	\$ 2,410.80
Verizon Wireless	006631	9837999621	713738176-00001 09/19	\$ 34.04
Verizon Wireless	006676	9840026336	713738176-00001 10/19	\$ 39.11
Waste Management Inc. of Florida	006655	0468739-1568-3	Waste Disposal Services 10/19	\$ 62.00
Wilbur H. Boutin Jr	006635	BB100119	Board Of Supervisors Meeting 10/01/19	\$ 200.00

The Groves Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2019 Through October 31, 2019

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Wilkes Air Conditioning LLC	006677	598	Repiped Overflow Drain Into Aux 10/19	\$ 137.50
Withlacoochee River Electric Cooperative, Inc	006659	1313846 1019	Area Lighting 1313846 10/19	\$ 2,318.05
Withlacoochee River Electric Cooperative, Inc	006656	Summary Elec 09/19	Summary Electric 09/19	\$ 4,876.46
Yellowstone Landscape	006633	TM 54325	Irrigation Repairs Cracked Valve 09/19	\$ 493.30
Yellowstone Landscape	006633	TM 54326	Irrigation Repairs Cracked Valve 09/19	\$ 499.68
Yellowstone Landscape	006648	TM 55616	Mainline Irrigation Repair 09/19	\$ 225.55
Yellowstone Landscape	006678	TM 57206	Monthly Landscape Maintenance 10/19	\$ 11,798.17
Yellowstone Landscape	006678	TM 59783	Irrigation Repairs Mainline 10/19	\$ 200.78
Yellowstone Landscape	006678	TM 60049	Fall Annual Installation 10/19	<u>\$ 789.60</u>
Report Total				<u>\$ 86,065.92</u>