



Rizzetta & Company

The Groves Community Development District

Board of Supervisors' Regular Meeting May 4, 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	Aimee Brandon	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

April 26, 2021

Board of Supervisors
The Groves Community
Development District

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of The Groves Community Development District will be held on **Tuesday, May 4, 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. AUDIENCE COMMENTS**
- 3. BUSINESS ITEMS**
 - A. Consideration of FY 2021-2022 Proposed Budget.....Tab 1
 - B. Consideration of Resolution 2021-03,
Approving Proposed Budget and Setting Public Hearing.....Tab 2
 - C. Consideration of District Counsel Engagement Letter.....Tab 3
 - D. Consideration of Steadfast Pond Agreement.....Tab 4
 - E. Discussion of Additional Staffing (Richard)
 - F. Discussion of Project Planning (Christina)
- 4. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. Introduction of Steadfast Representative
 1. Presentation of April Waterway and Canal Reports.....Tab 5
 - D. Clubhouse Manager
 1. Review of April Report.....Tab 6
 - E. District Manager
 1. Announcement of Number of Registered Voters.....Tab 7
 2. Review of Monthly Financials – March 2021.....Tab 8
 3. Project Management.....Tab 9
 4. 90 Day Improvement Plan.....Tab 10
- 5. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors'
Regular Meeting held on April 6, 2021.....Tab 11
 - B. Consideration of Operation & Maintenance Expenditures for
March 2021.....Tab 12

- 6. **SUPERVISOR REQUESTS**
- 7. **ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 933-5571.

Sincerely,
Aimee Brandon
District Manager

Tab 1



Rizzetta & Company

The Groves Community Development District

www.thegrovescdd.org

Proposed Budget for Fiscal Year 2021-2022

Presented by: Rizzetta & Company, Inc.

**5844 Old Pasco Road
Suite 100
Wesley Chapel, Florida 33544
Phone: 813-994-1001**

rizzetta.com

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GENERAL FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The General Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all General Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Interest Earnings: The District may earn interest on its monies in the various operating accounts.

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

Off Roll: For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions: The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Event Rental: The District may receive monies for event rentals for such things as weddings, birthday parties, etc.

Miscellaneous Revenues: The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

Facilities Rentals: The District may receive monies for the rental of certain facilities by outside sources, for such items as office space, snack bar/restaurants etc.

EXPENDITURES – ADMINISTRATIVE:

Supervisor Fees: The District may compensate its supervisors within the appropriate statutory limits of \$200.00 maximum per meeting within an annual cap of \$4,800.00 per supervisor.

Administrative Services: The District will incur expenditures for the day to today operation of District matters. These services include support for the District Management function, recording and preparation of meeting minutes, records retention and maintenance in accordance with Chapter 119, Florida Statutes, and the District's adopted Rules of Procedure, preparation and delivery of agenda, overnight deliveries, facsimiles and phone calls.

District Management: The District as required by statute, will contract with a firm to provide for management and administration of the District's day to day needs. These services include the conducting of board meetings, workshops, overall administration of District functions, all required state and local filings, preparation of annual budget, purchasing, risk management, preparing various resolutions and all other secretarial duties requested by the District throughout the year is also reflected in this amount.

District Engineer: The District's engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of construction invoices and all other engineering services requested by the district throughout the year.

Disclosure Report: The District is required to file quarterly and annual disclosure reports, as required in the District's Trust Indenture, with the specified repositories. This is contracted out to a third party in compliance with the Trust Indenture.

Trustee's Fees: The District will incur annual trustee's fees upon the issuance of bonds for the oversight of the various accounts relating to the bond issues.

Assessment Roll: The District will contract with a firm to maintain the assessment roll and annually levy a Non-Ad Valorem assessment for operating and debt service expenses.

Financial & Revenue Collections: Services include all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. These services include, but are not limited to, assessment roll preparation and certification, direct billings and funding request processing as well as responding to property owner questions regarding District assessments. This line item also includes the fees incurred for a Collection Agent to collect the funds for the principal and interest payment for its short-term bond issues and any other bond related collection needs. These funds are collected as prescribed in the Trust Indenture. The Collection Agent also provides for the release of liens on property after the full collection of bond debt levied on particular properties.

Accounting Services: Services include the preparation and delivery of the District's financial statements in accordance with Governmental Accounting Standards, accounts payable and accounts receivable functions, asset tracking, investment tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity.

Auditing Services: The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting firm, once it reaches certain revenue and expenditure levels, or has issued bonds and incurred debt.

Arbitrage Rebate Calculation: The District is required to calculate the interest earned from bond proceeds each year pursuant to the Internal Revenue Code of 1986. The Rebate Analyst is required to verify that the District has not received earnings higher than the yield of the bonds.

Travel: Each Board Supervisor and the District Staff are entitled to reimbursement for travel expenses per Florida Statutes 190.006(8).

Public Officials Liability Insurance: The District will incur expenditures for public officials' liability insurance for the Board and Staff.

Legal Advertising: The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to meeting schedules, special meeting notices, and public hearings, bidding etc. for the District based on statutory guidelines

Bank Fees: The District will incur bank service charges during the year.

Dues, Licenses & Fees: The District is required to pay an annual fee to the Department of Economic Opportunity, along with other items which may require licenses or permits, etc.

Miscellaneous Fees: The District could incur miscellaneous throughout the year, which may not fit into any standard categories.

Website Hosting, Maintenance and Email: The District may incur fees as they relate to the development and ongoing maintenance of its own website along with possible email services if requested.

District Counsel: The District's legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts and all other legal services requested by the district throughout the year.

EXPENDITURES - FIELD OPERATIONS:

Deputy Services: The District may wish to contract with the local police agency to provide security for the District.

Security Services and Patrols: The District may wish to contract with a private company to provide security for the District.

Electric Utility Services: The District will incur electric utility expenditures for general purposes such as irrigation timers, lift station pumps, fountains, etc.

Streetlights: The District may have expenditures relating to streetlights throughout the community. These may be restricted to main arterial roads or in some cases to all streetlights within the District's boundaries.

Utility - Recreation Facility: The District may budget separately for its recreation and or amenity electric separately.

Gas Utility Services: The District may incur gas utility expenditures related to district operations at its facilities such as pool heat etc.

Garbage - Recreation Facility: The District will incur expenditures related to the removal of garbage and solid waste.

Solid Waste Assessment Fee: The District may have an assessment levied by another local government for solid waste, etc.

Water-Sewer Utility Services: The District will incur water/sewer utility expenditures related to district operations.

Utility - Reclaimed: The District may incur expenses related to the use of reclaimed water for irrigation.

Aquatic Maintenance: Expenses related to the care and maintenance of the lakes and ponds for the control of nuisance plant and algae species.

Fountain Service Repairs & Maintenance: The District may incur expenses related to maintaining the fountains within throughout the Parks & Recreational areas

Lake/Pond Bank Maintenance: The District may incur expenditures to maintain lake banks, etc. for the ponds and lakes within the District's boundaries, along with planting of beneficial aquatic plants, stocking of fish, mowing and landscaping of the banks as the District determines necessary.

Wetland Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various wetlands and waterways by other governmental entities.

Mitigation Area Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various mitigation areas by other governmental entities.

Aquatic Plant Replacement: The expenses related to replacing beneficial aquatic plants, which may or may not have been required by other governmental entities.

General Liability Insurance: The District will incur fees to insure items owned by the District for its general liability needs

Property Insurance: The District will incur fees to insure items owned by the District for its property needs

Entry and Walls Maintenance: The District will incur expenditures to maintain the entry monuments and the fencing.

Landscape Maintenance: The District will incur expenditures to maintain the rights-of-way, median strips, recreational facilities including pond banks, entryways, and similar planting areas within the District. These services include but are not limited to monthly landscape maintenance, fertilizer, pesticides, annuals, mulch, and irrigation repairs.

Irrigation Maintenance: The District will incur expenditures related to the maintenance of the irrigation systems.

Irrigation Repairs: The District will incur expenditures related to repairs of the irrigation systems.

Landscape Replacement: Expenditures related to replacement of turf, trees, shrubs etc.

Field Services: The District may contract for field management services to provide landscape maintenance oversight.

Miscellaneous Fees: The District may incur miscellaneous expenses that do not readily fit into defined categories in field operations.

Gate Phone: The District will incur telephone expenses if the District has gates that are to be opened and closed.

Street/Parking Lot Sweeping: The District may incur expenses related to street sweeping for roadways it owns or are owned by another governmental entity, for which it elects to maintain.

Gate Facility Maintenance: Expenses related to the ongoing repairs and maintenance of gates owned by the District if any.

Sidewalk Repair & Maintenance: Expenses related to sidewalks located in the right of way of streets the District may own if any.

Roadway Repair & Maintenance: Expenses related to the repair and maintenance of roadways owned by the District if any.

Employees - Salaries: The District may incur expenses for employees/staff members needed for the recreational facilities such as Clubhouse Staff.

Employees - P/R Taxes: This is the employer's portion of employment taxes such as FICA etc.

Employee - Workers' Comp: Fees related to obtaining workers compensation insurance.

Management Contract: The District may contract with a firm to provide for the oversight of its recreation facilities.

Maintenance & Repair: The District may incur expenses to maintain its recreation facilities.

Facility Supplies: The District may have facilities that required various supplies to operate.

Gate Maintenance & Repairs: Any ongoing gate repairs and maintenance would be included in this line item.

Telephone, Fax, Internet: The District may incur telephone, fax and internet expenses related to the recreational facilities.

Office Supplies: The District may have an office in its facilities which require various office related supplies.

Clubhouse - Facility Janitorial Service: Expenses related to the cleaning of the facility and related supplies.

Pool Service Contract: Expenses related to the maintenance of swimming pools and other water features.

Pool Repairs: Expenses related to the repair of swimming pools and other water features.

Security System Monitoring & Maintenance: The District may wish to install a security system for the clubhouse

Clubhouse Miscellaneous Expense: Expenses which may not fit into a defined category in this section of the budget

Athletic/Park Court/Field Repairs: Expense related to any facilities such as tennis, basketball etc.

Trail/Bike Path Maintenance: Expenses related to various types of trail or pathway systems the District may own, from hard surface to natural surfaces.

Special Events: Expenses related to functions such as holiday events for the public enjoyment

Miscellaneous Fees: Monies collected and allocated for fees that the District could incur throughout the year, which may not fit into any standard categories.

Miscellaneous Contingency: Monies collected and allocated for expenses that the District could incur throughout the year, which may not fit into any standard categories.

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.

RESERVE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Reserve Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Reserve Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

Off Roll: For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions: The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Miscellaneous Revenues: The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

EXPENDITURES:

Capital Reserve: Monies collected and allocated for the future repair and replacement of various capital improvements such as club facilities, swimming pools, athletic courts, roads, etc.

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.

DEBT SERVICE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Debt Service Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Debt Service Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Special Assessments: The District may levy special assessments to repay the debt incurred by the sale of bonds to raise working capital for certain public improvements. The assessments may be collected in the same fashion as described in the Operations and Maintenance Assessments.

EXPENDITURES – ADMINISTRATIVE:

Bank Fees: The District may incur bank service charges during the year.

Debt Service Obligation: This would be a combination of the principal and interest payment to satisfy the annual repayment of the bond issue debt.

Proposed Budget
The Groves Community Development District
General Fund
Fiscal Year 2021/2022

Chart of Accounts Classification	Actual YTD through 02/28/21	Projected Annual Totals 2020/2021	Annual Budget for 2020/2021	Projected Budget variance for 2020/2021	Budget for 2021/2022	Budget Increase (Decrease) vs 2020/2021	Comments
REVENUES							
Interest Earnings							
Interest Earnings	\$ 70	\$ 168	\$ -	\$ 168	\$ -	\$ -	
Special Assessments							
Tax Roll	\$ 1,027,260	\$ 1,027,260	\$ 1,027,253	\$ 7	\$ 1,129,610	\$ 102,357	
Other Miscellaneous Revenues							
Miscellaneous Revenues	\$ 15,654	\$ 37,570	\$ -	\$ 37,570	\$ -	\$ -	
TOTAL REVENUES	\$ 1,042,984	\$ 1,064,998	\$ 1,027,253	\$ 37,745	\$ 1,129,610	\$ 102,357	
Balance Forward from Prior Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL REVENUES AND BALANCE	\$ 1,042,984	\$ 1,064,998	\$ 1,027,253	\$ 37,745	\$ 1,129,610	\$ 102,357	W/no changes there is a 8.17% increase in
EXPENDITURES - ADMINISTRATIVE							
Legislative							
Supervisor Fees	\$ 6,000	\$ 14,400	\$ 14,000	\$ (400)	\$ 14,000	\$ -	
Financial & Administrative							
Administrative Services	\$ 3,655	\$ 8,772	\$ 8,772	\$ -	\$ 8,600	\$ (172)	
District Management	\$ 17,053	\$ 40,927	\$ 40,928	\$ -	\$ 37,500	\$ (3,428)	
District Engineer	\$ 8,699	\$ 20,878	\$ 15,000	\$ (5,878)	\$ 15,000	\$ -	
Disclosure Report	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	\$ -	
Trustees Fees	\$ 3,300	\$ 3,300	\$ 3,300	\$ -	\$ 3,300	\$ -	
Assessment Roll	\$ 5,250	\$ 5,250	\$ 5,250	\$ -	\$ 5,000	\$ (250)	
Financial & Revenue Collections	\$ 2,188	\$ 5,251	\$ 5,250	\$ (1)	\$ 5,000	\$ (250)	
Accounting Services	\$ 9,350	\$ 22,440	\$ 22,440	\$ -	\$ 19,200	\$ (3,240)	
Auditing Services	\$ 26	\$ 3,600	\$ 3,600	\$ -	\$ 3,600	\$ -	contract
Arbitrage Rebate Calculation	\$ -	\$ -	\$ 500	\$ 500	\$ 500	\$ -	
Public Officials Liability Insurance	\$ 2,960	\$ 2,960	\$ 3,101	\$ 141	\$ 3,256	\$ 155	
Legal Advertising	\$ 687	\$ 1,649	\$ 1,000	\$ (649)	\$ 1,500	\$ 500	
Bank Fees	\$ 1,000	\$ 2,400	\$ 2,000	\$ (400)	\$ 1,000	\$ (1,000)	
Dues, Licenses & Fees	\$ 175	\$ 420	\$ 750	\$ 330	\$ 750	\$ -	Pool Permits DEO Fee, Golf Cart Registratio
Music License/Monthly Service	\$ 947	\$ 2,273	\$ 2,350	\$ 77	\$ 2,000	\$ (350)	
Tax Collector /Property Appraiser Fees	\$ -	\$ -	\$ 150	\$ 150	\$ 150	\$ -	
Liquor License	\$ 1,488	\$ 1,488	\$ 350	\$ (1,138)	\$ 6,500	\$ 6,150	Liquor License state fee and attorney cost p
Website Hosting, Maintenance, Backup	\$ 1,633	\$ 3,919	\$ 5,000	\$ 1,081	\$ 3,750	\$ (1,250)	
Legal Counsel							
District Counsel	\$ 15,431	\$ 37,034	\$ 25,000	\$ (12,034)	\$ 28,750	\$ 3,750	Projected for an increase

Proposed Budget
The Groves Community Development District
General Fund
Fiscal Year 2021/2022

Chart of Accounts Classification	Actual YTD through 02/28/21	Projected Annual Totals 2020/2021	Annual Budget for 2020/2021	Projected Budget variance for 2020/2021	Budget for 2021/2022	Budget Increase (Decrease) vs 2020/2021	Comments
Administrative Subtotal	\$ 80,842	\$ 177,961	\$ 159,741	\$ (18,221)	\$ 160,356	\$ 615	
EXPENDITURES - FIELD OPERATIONS							
Law Enforcement							
Deputy/Florida Highway patrol	\$ 2,812	\$ 6,749	\$ 7,500	\$ 751	\$ 7,500	\$ -	
Security Operations							
Misc. Operating Supplies	\$ 123	\$ 295	\$ 5,500	\$ 5,205	\$ 1,000	\$ (4,500)	
Security Camera Service	\$ 29,108	\$ 69,859	\$ 53,520	\$ (16,339)	\$ 25,200	\$ (28,320)	*20/21 Includes Navitas and securiteam qua
Security Camera Maintenance &	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 20,000	*pull repairs and main expense out of line 95
Security Monitoring Services	\$ 42,535	\$ 102,084	\$ 75,000	\$ (27,084)	\$ 75,000	\$ -	*20/21 Includes Dynamic Security & Securiteam
Security Camera Financing	\$ -	\$ -	\$ -	\$ -	\$ 8,500	\$ 8,500	*Navitas pull out of line 93
Electric Utility Services							
Utility Services	\$ 12,001	\$ 28,802	\$ 35,000	\$ 6,198	\$ 35,000	\$ -	
Street Lights	\$ 11,005	\$ 26,412	\$ 27,000	\$ 588	\$ 27,000	\$ -	
Utility - Recreation Facilities	\$ 15,479	\$ 37,150	\$ 35,000	\$ (2,150)	\$ 30,000	\$ (5,000)	
Garbage/Solid Waste Control Services							
Garbage - Recreation Facility	\$ 1,312	\$ 3,149	\$ 744	\$ (2,405)	\$ 1,500	\$ 756	Nov 20 increased mon rate
Solid Waste Assessment	\$ 2,543	\$ 2,543	\$ 2,750	\$ 207	\$ 2,750	\$ -	Varies
Water-Sewer Combination Services							
Utility Services	\$ 5,177	\$ 12,425	\$ 21,000	\$ 8,575	\$ 20,000	\$ (1,000)	
Stormwater Control							
Stormwater Assessment	\$ 3,684	\$ 3,684	\$ 5,000	\$ 1,316	\$ 4,500	\$ (500)	Varies
Aquatic Maintenance	\$ 7,564	\$ 18,154	\$ 18,204	\$ 50	\$ 17,000	\$ (1,204)	Per new contract Steadfast(15024) plus a c
Lake/Pond Bank Maintenance	\$ 2,790	\$ 6,696	\$ 15,000	\$ 8,304	\$ 5,000	\$ (10,000)	Majority of repairs will come from Reserve/p
Aquatic Plant Replacement	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ (5,000)	Offer to remove; not used in last three yrs
Stormwater System Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	Moved from APR
Miscellaneous Expense	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ -	\$ (2,500)	
Other Physical Environment							
General Liability & Property/Casualty ins	\$ 25,179	\$ 25,179	\$ 24,665	\$ (514)	\$ 30,200	\$ 5,535	EGIS
Entry & Walls Maintenance	\$ 2,125	\$ 5,100	\$ 2,000	\$ (3,100)	\$ 2,000	\$ -	
Landscape Maintenance	\$ 59,031	\$ 141,674	\$ 141,578	\$ (96)	\$ 141,578	\$ -	
Holiday Decorations	\$ 210	\$ 210	\$ 3,500	\$ 3,290	\$ 5,000	\$ 1,500	Fee for install and additional supplies
Irrigation Repairs & Maintenance	\$ 1,253	\$ 3,007	\$ 15,000	\$ 11,993	\$ 7,500	\$ (7,500)	
Irrigation Pump/Well Maintenance	\$ 5,582	\$ 13,397	\$ 2,500	\$ (10,897)	\$ 2,500	\$ -	Added Maintenance plan
Landscape - Mulch	\$ -	\$ -	\$ 20,025	\$ 20,025	\$ 20,025	\$ -	
Landscape -Annals	\$ 864	\$ 2,074	\$ 5,100	\$ 3,026	\$ 5,100	\$ -	
Landscape Replacement Plants,	\$ 4,470	\$ 10,728	\$ 25,000	\$ 14,272	\$ 20,000	\$ (5,000)	
Road & Street Facilities							
Sidewalk Repair & Maintenance	\$ 12,315	\$ 29,556	\$ 25,000	\$ (4,556)	\$ 15,000	\$ (10,000)	
Parking Lot Repair & Maintenance	\$ -	\$ -	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	

Proposed Budget
The Groves Community Development District
General Fund
Fiscal Year 2021/2022

Chart of Accounts Classification	Actual YTD through 02/28/21	Projected Annual Totals 2020/2021	Annual Budget for 2020/2021	Projected Budget variance for 2020/2021	Budget for 2021/2022	Budget Increase (Decrease) vs 2020/2021	Comments
Roadway Repair & Maintenance	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	
Parks & Recreation							
Management Contract	\$ 74,534	\$ 178,882	\$ 179,426	\$ 544	\$ 285,301	\$ 105,875	*Pending Board final discussion and approval
Maintenance & Repair	\$ 63,712	\$ 152,909	\$ 25,000	\$ (127,909)	\$ 57,500	\$ 32,500	*research details of charges
Vehicle Maintenance	\$ 529	\$ 1,270	\$ 1,500	\$ 230	\$ 1,500	\$ -	*Do we need a new vehicle
Clubhouse - Facility Janitorial Supplies	\$ 3,216	\$ 7,718	\$ 10,000	\$ 2,282	\$ 10,000	\$ -	
Pool Service Contract	\$ 3,750	\$ 9,000	\$ 12,000	\$ 3,000	\$ 20,000	\$ 8,000	Contract Proteus plus a cushion for additional
Telephone Fax, Internet	\$ 2,367	\$ 5,681	\$ 8,000	\$ 2,319	\$ 6,000	\$ (2,000)	New Contract with Ringcentral
Office Supplies	\$ 3,299	\$ 7,918	\$ 5,000	\$ (2,918)	\$ 6,000	\$ 1,000	
Furniture Repair/Replacement	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	
Pool Furniture Replacement	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	
Pool/Water Park/Fountain Maintenance	\$ 4,487	\$ 10,769	\$ 5,000	\$ (5,769)	\$ 8,500	\$ 3,500	
Dog Park Maintenance	\$ 1,565	\$ 3,756	\$ 1,500	\$ (2,256)	\$ 2,500	\$ 1,000	
Pest Control & Termite Bond	\$ -	\$ -	\$ -	\$ -	\$ 600	\$ 600	*most likely tracking to another line item. Fin
Athletic/Park Court/Field Repairs	\$ 8,180	\$ 19,632	\$ 5,500	\$ (14,132)	\$ 5,500	\$ -	
Boardwalk and Bridge Maintenance	\$ -	\$ -	\$ 7,000	\$ 7,000	\$ 1,500	\$ (5,500)	*Major repairs needed and pulled out of Res
Lighting Replacement	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ -	\$ (1,000)	Consider removing this line item.
New Gate Construction for Back Gate	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ -	\$ (1,000)	*Line item not necessary, haven't used in las
Contingency							
Reclaimed Water- WUP	\$ 3,227	\$ 7,745	\$ 25,000	\$ 17,255	\$ 23,000	\$ (2,000)	
Miscellaneous Contingency	\$ -	\$ -	\$ -	\$ -		\$ -	
Field Operations Subtotal	\$ 496,868	\$ 954,205	\$ 867,512	\$ (86,693)	\$ 969,254	\$ 101,742	
Contingency for County TRIM Notice						\$ -	
TOTAL EXPENDITURES	\$ 577,710	\$ 1,132,166	\$ 1,027,253	\$ (104,914)	\$ 1,129,610	\$ 102,357	
EXCESS OF REVENUES OVER	\$ 465,274	\$ (67,168)	\$ -	\$ (67,169)	\$ -	\$ -	

Proposed Budget
The Groves Community Development District
Reserve Fund
Fiscal Year 2021-2022

	Chart of Accounts Classification	Actual YTD through 02/28/21	Projected Annual Totals 2020/2021	Annual Budget for 2020/2021	Projected Budget variance for 2020/2021	Budget for 2021/2022	Budget Increase (Decrease) vs 2020/2021	Comments
1								
2	REVENUES							
3								
	Interest Earnings							
	Interest Earnings	\$ 13,950	\$ 33,480	\$ -	\$ 33,480	\$ -	\$ -	
4	Special Assessments							
5	Tax Roll	\$ 225,000	\$ 225,000	\$ 225,000	\$ -	\$ 225,000	\$ -	
12								
13	TOTAL REVENUES	\$ 238,950	\$ 258,480	\$ 225,000	\$ 33,480	\$ 225,000	\$ -	
14								
17	TOTAL REVENUES AND BALANCE	\$ 238,950	\$ 258,480	\$ 225,000	\$ 33,480	\$ 225,000	\$ -	
18								
20								
21	EXPENDITURES							
22								
23	Contingency							
24	Capital Reserves	\$ 238,950	\$ 258,480	\$ 225,000	\$ (33,480)	\$ 225,000	\$ -	
26								
27	TOTAL EXPENDITURES	\$ 238,950	\$ 258,480	\$ 225,000	\$ (33,480)	\$ 225,000	\$ -	
28								
29	EXCESS OF REVENUES OVER	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
30								

**Proposed Budget
The Groves Community Development District
Debt Service
Fiscal Year 2021/2022**

Chart of Accounts Classification	Series 2007	Budget for 2021/2022
REVENUES		
Special Assessments		
Net Special Assessments ⁽¹⁾	\$158,095.70	\$158,095.70
TOTAL REVENUES	\$158,095.70	\$158,095.70
EXPENDITURES		
Administrative		
Financial & Administrative		
Debt Service Obligation	\$158,095.70	\$158,095.70
Administrative Subtotal	\$158,095.70	\$158,095.70
TOTAL EXPENDITURES	\$158,095.70	\$158,095.70
EXCESS OF REVENUES OVER EXPENDITURES	\$0.00	\$0.00

Pasco County ollection Costs (2%) and Early payment Discounts (4%)

6.0%

Gross assessments

\$168,186.92

Notes:

Tax Roll Collection Costs and Early Payment Discount is 6% of Tax Roll. Budgeted net of tax roll assessments See Assessment Table.

⁽¹⁾ Maximum Annual Debt Service less Prepaid Assessments received.

The Groves Community Development District

FISCAL YEAR 2021/2022 O&M & DEBT SERVICE ASSESSMENT SCHEDULE

2021/2022 O&M Budget	\$1,354,610.00
Collection Cost @ 2%:	\$28,821.49
Early Payment Discount @ 4%:	\$57,642.98
2021/2022 Total:	<u>\$1,441,074.47</u>

2020/2021 O&M Budget	\$1,252,253.00
2021/2022 O&M Budget	\$1,354,610.00
Total Difference:	<u>\$102,357.00</u>

	<u>PER UNIT ANNUAL ASSESSMENT</u>		<u>Proposed Increase / Decrease</u>	
	<u>2020/2021</u>	<u>2021/2022</u>	<u>\$</u>	<u>%</u>
Debt Service - Club	\$220.14	\$220.14	\$0.00	0.00%
Operations/Maintenance - Club	\$1,741.42	\$1,883.76	\$142.34	8.17%
Total	\$1,961.56	\$2,103.90	\$142.34	7.26%
Debt Service - Courtyard	\$220.14	\$220.14	\$0.00	0.00%
Operations/Maintenance - Courtyard	\$1,741.42	\$1,883.76	\$142.34	8.17%
Total	\$1,961.56	\$2,103.90	\$142.34	7.26%
Debt Service - Patio	\$220.14	\$220.14	\$0.00	0.00%
Operations/Maintenance - Patio	\$1,741.42	\$1,883.76	\$142.34	8.17%
Total	\$1,961.56	\$2,103.90	\$142.34	7.26%
Debt Service - Estate	\$220.14	\$220.14	\$0.00	0.00%
Operations/Maintenance - Estate	\$1,741.42	\$1,883.76	\$142.34	8.17%
Total	\$1,961.56	\$2,103.90	\$142.34	7.26%
Debt Service - Golf Course	\$2,201.36	\$2,201.36	\$0.00	0.00%
Operations/Maintenance - Golf Course	\$17,414.17	\$18,837.57	\$1,423.40	8.17%
Total	\$19,615.53	\$21,038.93	\$1,423.40	7.26%

THE GROVES

FISCAL YEAR 2021/2022 O&M & DEBT SERVICE ASSESSMENT SCHEDULE

TOTAL O&M BUDGET		\$1,354,610.00
COLLECTION COSTS & EPD	2.0%	\$28,821.49
EARLY PAYMENT DISCOUNT	4.0%	\$57,642.98
TOTAL O&M ASSESSMENT		<u>\$1,441,074.47</u>

LOT SIZE	UNITS ASSESSED		ALLOCATION OF O&M ASSESSMENT				PER LOT ANNUAL ASSESSMENT		
	O&M	SERIES 2007 DEBT SERVICE ^{(1) (2)}	EAU FACTOR	TOTAL EAU's	% TOTAL EAU's	TOTAL O&M BUDGET	O&M	DEBT SERVICE ⁽³⁾	TOTAL ⁽⁴⁾
Club	285	285	1.00	285.00	37.25%	\$536,870.88	\$1,883.76	\$220.14	\$2,103.90
Courtyard	273	273	1.00	273.00	35.69%	\$514,265.79	\$1,883.76	\$220.14	\$2,103.90
Patio	138	137	1.00	138.00	18.04%	\$259,958.53	\$1,883.76	\$220.14	\$2,103.90
Estate	59	59	1.00	59.00	7.71%	\$111,141.69	\$1,883.76	\$220.14	\$2,103.90
Golf Course	1	1	10.00	10.00	1.31%	\$18,837.57	\$18,837.57	\$2,201.36	\$21,038.93
	<u>756</u>	<u>755</u>		<u>765.00</u>	<u>100.00%</u>	<u>\$1,441,074.47</u>			
LESS: Pasco County Collection Costs (2%) and Early Payment Discount (4%)						(\$86,464.47)			
Net Revenue to be Collected						<u>\$1,354,610.00</u>			

⁽¹⁾ Reflects 1 (one) Series 2007 prepayment.

⁽²⁾ Reflects the number of total lots with Series 2007 debt outstanding.

⁽³⁾ Annual debt service assessment per lot adopted in connection with the Series 2007 bond issue. Annual assessment includes principal, interest, Pasco County collection costs and early payment discount costs.

⁽⁴⁾ Annual assessment that will appear on November 2021 Pasco County property tax bill. Amount shown includes all applicable county collection costs and early payment discounts (up to 4% if paid early).

Tab 2

RESOLUTION 2021-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE GROVES COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED OPERATION AND MAINTENANCE BUDGET FOR FISCAL YEAR 2021/2022; SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING, AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager prepared and submitted to the Board of Supervisors (“**Board**”) of The Groves Community Development District (“**District**”) prior to June 15, 2021 a proposed operation and maintenance budget for the fiscal year beginning October 1, 2021 and ending September 30, 2022 (“**Proposed Budget**”); and

WHEREAS, the Board has considered the Proposed Budget and desires to approve the Proposed Budget and set the required public hearing thereon.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE GROVES COMMUNITY DEVELOPMENT DISTRICT:

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget, including any modifications made by the Board, attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** The public hearing on said Proposed Budget is hereby declared and set for the following date, hour, and location:

DATE: August 3, 2021

HOOR: 6:30 p.m.

LOCATION: The Groves Civic Center
7924 Melogold Circle
Land O’Lakes, FL 34637

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Pasco County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, Florida Statutes, the District’s Secretary is further directed to post the Proposed Budget on the District’s website at least 2 days before the budget hearing date and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed by Florida law.

6. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED ON MAY 4th, 2021.

Attest:

**The Groves Community
Development District**

Print Name: _____
Secretary / Assistant Secretary

Print Name: _____
Chair / Vice Chair of the Board of Supervisors

Exhibit A: Proposed Budget for Fiscal Year 2021/2022

Tab 3

STRALEY ROBIN VERICKER

Attorneys At Law

1510 W. Cleveland Street
Tampa, Florida 33606
Tel: (813) 223-9400

Writer's Direct Dial: (813) 321-4107
Writer's E-mail: vbabbar@srvlegal.com
Website: www.srvlegal.com

April 8, 2021

The Groves Community Development District
c/o Rizzetta & Company, Inc.
5844 Old Pasco Road, Suite 100
Wesley Chapel, FL 33544
Attn: Aimee Brandon, District Manager

**Re: Updated Engagement Letter to continue serving as District Counsel for
The Groves Community Development District**

Dear Aimee:

We are providing this letter to confirm and continue our engagement as general counsel to The Groves Community Development District (the "**District**") pursuant to the request of the Board of Supervisors of the District for an updated agreement at their April 6, 2021 meeting.

In terms of legal fees for day to day matters, professional services will be provided to the District on an hourly-rate basis, at the rates established from time to time by our firm. A copy of the current rate sheet is attached to this letter. The District will also be responsible for direct expenses incurred during the representation, such as filing fees, photocopying, and courier services.

We will provide the District with statements for professional fees and costs, if any, on a monthly basis. Payment will be due when the statement is rendered. We encourage the Board of Supervisors and the District Manager to carefully review the statements each month and call us if there are any questions.

Please coordinate the District's execution and return a copy of this letter for our files. We look forward to continue working with the District, you, and the District's staff and vendors. If there are any questions concerning any aspect of this letter, please be sure to let me know.

Sincerely,



Vivek K. Babbar

Agreed to and approved as of April ____, 2021.

The Groves Community Development District

Bill Boutin, Chair of the Board of Supervisors

Straley Robin Vericker

Rate Sheet

Mark Straley	\$355/hour
Tracy J. Robin	\$350/hour
John M. Vericker	\$305/hour
Vivek K. Babbar	\$285/hour
Dana Crosby-Collier	\$285/hour
Lynn Butler, Paralegal	\$150/hour
Barbara Williams, Legal Assistant	\$100/hour

Tab 4

Pond Maintenance Agreement

This Pond Maintenance Agreement (this “**Agreement**”) is entered into as of September 1, 2020, between the **The Groves Community Development District**, whose mailing address is 5844 Old Pasco Road, Wesley Chapel, Florida 33544 (the “**District**”), and **Steadfast Environmental, LLC**, a Florida limited liability company, whose mailing address is 30435 Commerce Drive, Suite 102, San Antonio, Florida 33576 (the “**Contractor**”).

Background Information:

The District is responsible for the operation and maintenance of the ponds within the boundaries of the District. The Contractor provides pond maintenance services and the District desires to retain the Contractor to provide pond maintenance services as described in this Agreement.

Operative Provisions:

1. **Incorporation of Background Information.** The background information stated above is true and correct and by this reference is incorporated by reference as a material part of this Agreement.
2. **Scope of Services.** The Contractor shall perform the pond maintenance services described in the Contractor’s Aquatic Maintenance Proposal dated January 18, 2021 (the “**Proposal**”), which is attached hereto as **Exhibit “A”** and made a part hereof. The Contractor shall submit a written report to the District each month detailing the work that was performed in that month and shall appear before the District Board of Supervisors, upon request, to provide an update.
3. **Manner of Performance and Care of the Property.**
 - a. The work shall be done, furnished, and performed in a workmanlike manner to the satisfaction of the District and shall be in accordance with the best management practices in the industry.
 - b. Contractor agrees to keep property clean and orderly during the course of the work and to remove all materials, debris, equipment, and machinery at the completion of each work day.
 - c. Contractor shall use all due care to protect the property of the District, its residents and landowners from damage. Contractor agrees to repair or replace, to the District’s satisfaction, any damage resulting from Contractor’s activities and work within 24 hours. In the event Contractor does not repair or replace the damage to District’s satisfaction, Contractor shall be responsible for reimbursing District for such damages or the District may elect to deduct the costs of the repair from the payment to Contractor for the work under this Agreement.
4. **Compensation.** The District agrees to compensate the Contractor for the work described in the Proposal at the rate of \$1,252.00 per month. Each month the Contractor shall submit an invoice for the work performed the previous month. The District shall pay the Contractor within 45 days of receipt of the invoice.
5. **Additional Services.** When authorized in advance in writing by the District, the Contractor may provide additional services beyond those listed in the Proposal. Additional services and any additional compensation shall be agreed upon in writing prior to the work commencing.

6. **Term of this Agreement.** The initial term of this Agreement shall be for one year from the date of this Agreement. At the end of the initial term, the Agreement shall automatically renew for the same term and contract provisions as the initial term, until terminated by either party pursuant to the termination provision below.
7. **Termination.** Either party may at any time terminate this Agreement without cause with 30 days written notice to the other party. Upon termination of this Agreement, the Contractor shall be entitled to payment for all work and/or services rendered up until the effective termination of this Agreement, subject to whatever claims or off-sets the District may have against the Contractor.
8. **Notice.** Any notice, request, demand or other communication given by either party to the other shall be deemed to have been properly sent or given when delivered by U.S. mail, hand delivery, certified mail or overnight courier service, to the addresses above. In the event that the Contractor or the District undergoes a change in address, notification to the other party shall be made by first class mail or email.
9. **Relationship Between the Parties.** It is understood that the Contractor is an independent contractor and shall perform the services contemplated under this Agreement. As an independent contractor, nothing in this Agreement shall be deemed to create a partnership, joint venture, or employer-employee relationship between the Contractor and the District. The Contractor shall not have the right to make any contract or commitments for, or on behalf of, the District without the prior written approval of the District. The Contractor assumes full responsibility for the payment and reporting of all local, state, and federal taxes and other contributions imposed or required of the Contractor during the performance of services to the District.
10. **Compliance with Governmental Regulation.** The Contractor shall keep, observe, and perform all requirements of applicable local, State, and Federal laws, rules, regulations, or ordinances, including conservation easements applicable to the District. If the Contractor fails to notify the District in writing within 5 days of the receipt of any notice, order, required to comply notice, or a report of a violation or an alleged violation, made by any local, State, or Federal governmental body or agency or subdivision thereof with respect to the services being rendered under this Agreement or any action of the Contractor or any of its agents, servants, employees, or material men, or with respect to terms, wages, hours, conditions of employment, safety appliances, or any other requirements applicable to provision of services, or fails to comply with any requirement of such agency within 5 days after receipt of any such notice, order, request to comply notice, or report of a violation or an alleged violation, the District may terminate this Agreement, such termination to be effective immediately upon the giving of notice of termination.
11. **Insurance.** The Contractor or any subcontractor performing the work described in this Agreement shall maintain throughout the term of this Agreement the following insurance:
- a. Worker's Compensation Insurance in accordance with the laws of the State of Florida.
 - b. Commercial General Liability Insurance covering the Contractor's legal liability for bodily injuries, with limits of not less than \$1,000,000 combined single limit bodily injury and property damage liability and covering at least the following hazards: Independent Contractors Coverage for bodily injury and property damage in connection with subcontractors' operation.
 - c. Employer's Liability Coverage with limits of at least \$1,000,000 per accident or disease.
 - d. Automobile Liability Insurance for bodily injuries in limits of not less than \$1,000,000 combined single limit bodily injury and for property damage, providing coverage for any

accident arising out of or resulting from the operation, maintenance, or use by the Contractor of any owned, non-owned, or hired automobiles, trailers, or other equipment required to be licensed.

The District, its staff, consultants and supervisors shall be named as an additional insured. The Contractor shall furnish the District with the Certificate of Insurance evidencing compliance with this requirement. No certificate shall be acceptable to the District unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within 30 days of prior written notice to the District. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the State of Florida.

12. Indemnification. Contractor agrees to indemnify and hold the District and its officers, agents and employees harmless from any and all liability, claims, actions, suits, demands and obligations by any person, corporation or other entity for injuries, death, property damage or of any nature, arising out of, or in connection with, the work to be performed by Contractor. Obligations shall include the payment of all settlements, judgments, damages, penalties, forfeitures, back pay, court costs, arbitration and/or mediation costs, litigation expenses, attorney's fees and paralegal fees (whether in court, out of court, on appeal or in bankruptcy proceedings).

13. Limitations on Governmental Liability. Nothing in this Agreement shall be deemed as a waiver of immunity or limits of liability of the District beyond any statutory limited waiver of immunity or limits of liability which may have been adopted by the Florida Legislature in Section 768.28, Florida Statutes or other statute, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under the Doctrine of Sovereign Immunity or by operation of law.

14. Public Entity Crimes. Pursuant to Section 287.133(3)(a), Florida Statutes:

A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in s. 287.017 for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list.

Contractor represents that in entering into this Agreement, the Contractor has not been placed on the convicted vendor list within the last 36 months and, in the event that the Contractor is placed on the convicted vendor list, the Contractor shall immediately notify the District whereupon this Agreement may be terminated by the District.

15. Scrutinized Companies. Pursuant to Section 287.135, Florida Statutes, Contractor represents that in entering into this Agreement, the Contractor has not been designated as a "scrutinized company" under the statute and, in the event that the Contractor is designated as a "scrutinized company", the Contractor shall immediately notify the District whereupon this Agreement may be terminated by the District.

16. E-Verify. Pursuant to Section 448.095(2), Florida Statutes,

- a. Contractor represents that Contractor is eligible to contract with the District and is currently in compliance and will remain in compliance, for as long as it has any obligations under this Agreement, with all requirements of the above statute; this includes, but is not limited to, registering with and using the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all employees hired on or after January 1, 2021.
- b. If the District has a good faith belief that the Contractor has knowingly violated Section 448.09(1), Florida Statutes, the District will terminate this Agreement as required by Section 448.095(2)(c), Florida Statutes. If the District has a good faith belief that a subcontractor knowingly violated Section 448.09(1), Florida Statutes, but the Contractor otherwise complied with its obligations thereunder, the District shall promptly notify the Contractor and the Contractor will immediately terminate its contract with the subcontractor.

If this Agreement is terminated in accordance with this section, then the Contractor will be liable for any additional costs incurred by the District

17. Public Records. As required under Section 119.0701, Florida Statutes, Contractor shall (a) keep and maintain public records required by the District in order to perform the service, (b) upon request from the District's custodian of public records, provide the District with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided by law, (c) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of this Agreement term and following completion of this Agreement if the Contractor does not transfer the records to District, (d) meet all requirements for retaining public records and transfer, at no cost, to the District all public records in possession of the Contractor upon termination of this Agreement and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with the information technology systems of the District.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 813-994-1001 EXT 2285, OR BY EMAIL AT ABRANDON@RIZZETTA.COM, OR BY REGULAR MAIL AT 5844 OLD PASCO ROAD, WESLEY CHAPEL, FLORIDA 33544.

18. Controlling Law and Venue. This Agreement shall be governed under the laws of the State of Florida, with venue in Pasco County.

19. Enforcement of Agreement. Neither party shall be responsible in damages, penalties or otherwise for any failure or delay in the performance of any of its obligations hereunder caused by fire, floods, strikes, riots, war, acts of God, accidents, material unavailability, governmental order and/or regulations. In the event it shall become necessary for either party to institute legal proceedings in order to enforce the terms of this Agreement, the prevailing party shall be entitled to all costs,

including reasonable attorney's fees at both trial and appellate levels against the non-prevailing party.

20. **Severability.** If any provision of this Agreement is held invalid or unenforceable, the remainder of this Agreement shall remain in full force and effect.
21. **Amendment.** Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both of the parties hereto.
22. **Assignment.** This Agreement is not transferrable or assignable by either party without the written approval of both parties.
23. **Arm's Length Transaction.** This Agreement has been negotiated fully between the District and the Contractor as an arm's length transaction. In the case of a dispute concerning the interpretation of any provision of this Agreement, the parties are each deemed to have drafted, chosen, and selected the language, and any doubtful language will not be interpreted or construed against any party.
24. **Counterparts.** This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument.
25. **Authorization.** The execution of this Agreement has been duly authorized by the appropriate body or official of all parties hereto, each party has complied with all the requirements of law, and each party has full power and authority to comply with the terms and provisions of this instrument.
26. **Entire Agreement.** This Agreement contains the entire agreement and neither party is to rely upon any oral representations made by the other party, except as set forth in this Agreement. To the extent that any provisions of this Agreement conflict with the provisions in any exhibit, the provisions in this Agreement shall control over provisions in any exhibit.

Steadfast Environmental, LLC
a Florida limited liability company

The Groves
Community Development District

Name: _____
Title: _____

Bill Boutin
Chair of the Board of Supervisors

Exhibit "A" – Scope of Work.

Tab 7

Brian E. Corley
Supervisor of Elections
Post Office Box 300
Dade City, FL 33526-0300



★★ **FREEDOM**
Requires Responsibility
VOTE PASCO

RECEIVED
APR 20 2020

BY:

April 16, 2020

Angel Montagna, District Manager
District Office
5844 Old Pasco Road Suite 100
Wesley Chapel FL 33544

Dear Ms. Montagna:

Pursuant to your request, the following voter registration statistics are provided for their respective community development districts as of April 15, 2020.

- Bridgewater of Wesley Chapel Community Development District 1,133
- Seven Oaks Community Development District 4,845
- The Groves Community Development District 1,141

As always, please call me if you have any questions or need additional information.

Sincerely,

A handwritten signature in dark ink, consisting of stylized, overlapping loops and flourishes.

Tiffannie A. Alligood
Chief Administrative Officer

Tab 8



Rizzetta & Company

The Groves Community Development District

**Financial Statements
(Unaudited)**

March 31, 2021

Prepared by: Rizzetta & Company, Inc.

thegrovescdd.org
rizzetta.com

The Groves Community Development District

Balance Sheet

As of 3/31/2021

(In Whole Numbers)

	General Fund	Reserve Fund	Debt Service Fund	Total Governmental Funds	General Fixed Asset Account Group	General Long-Term Debt Account Group
Assets						
Cash In Bank	66,094	0	0	66,094	0	0
Investments	936,295	0	209,422	1,145,717	0	0
Investments - Reserves	0	2,356,898	0	2,356,898	0	0
Accounts Receivable	65,194	0	7,447	72,641	0	0
Prepaid Expenses	0	0	0	0	0	0
Deposits	23,691	0	0	23,691	0	0
Due From Other Funds	650,503	0	0	650,503	0	0
Due From Others	0	0	0	0	0	0
Amount Available In Debt Service Funds	0	0	0	0	0	216,869
Amount To Be Provided	0	0	0	0	0	1,113,131
Fixed Assets	0	0	0	0	15,551,416	0
Total Assets	<u>1,741,777</u>	<u>2,356,898</u>	<u>216,869</u>	<u>4,315,545</u>	<u>15,551,416</u>	<u>1,330,000</u>
Liabilities						
Accounts Payable	24,489	0	0	24,489	0	0
Accrued Expenses Payable	9,275	0	0	9,275	0	0
Deposits	3,150	0	0	3,150	0	0
Due To Other Funds	0	650,503	0	650,503	0	0
Revenue Bond Payable--Long Term	0	0	0	0	0	1,330,000
Total Liabilities	<u>36,914</u>	<u>650,503</u>	<u>0</u>	<u>687,417</u>	<u>0</u>	<u>1,330,000</u>
Fund Equity & Other Credits						
Beginning Fund Balance	1,220,546	2,083,637	95,331	3,399,514	15,551,416	0
Net Change in Fund Balance	<u>484,318</u>	<u>(377,242)</u>	<u>121,538</u>	<u>228,614</u>	<u>0</u>	<u>0</u>
Total Fund Equity & Other Credits	<u>1,704,863</u>	<u>1,706,395</u>	<u>216,869</u>	<u>3,628,128</u>	<u>15,551,416</u>	<u>0</u>
Total Liabilities & Fund Equity	<u>1,741,777</u>	<u>2,356,898</u>	<u>216,869</u>	<u>4,315,545</u>	<u>15,551,416</u>	<u>1,330,000</u>

See Notes to Unaudited Financial Statements

The Groves Community Development District

Statement of Revenues and Expenditures

001 - General Fund

From 10/1/2020 Through 3/31/2021

(In Whole Numbers)

	Annual Budget	YTD Budget	YTD Actual	YTD Variance	Percent Annual Budget Remaining
Revenues					
Interest Earnings					
Interest Earnings	0	0	81	81	0.00%
Special Assessments					
Tax Roll	1,027,253	1,027,253	1,027,260	7	0.00%
Other Miscellaneous Revenues					
Miscellaneous	0	0	16,754	16,754	0.00%
Total Revenues	1,027,253	1,027,253	1,044,095	16,842	(1.64)%
Expenditures					
Legislative					
Supervisors Fees	14,000	7,000	7,000	0	50.00%
Financial & Administrative					
Administrative Services	8,772	4,386	4,372	14	50.16%
District Management	40,928	20,464	20,178	286	50.69%
District Engineer	15,000	7,500	22,562	(15,062)	(50.41)%
Disclosure Report	1,000	1,000	1,000	0	0.00%
Trustees Fees	3,300	3,300	3,300	0	0.00%
Tax Collector/Property Appraiser Fees	150	0	0	0	100.00%
Financial & Revenue Collections	5,250	2,625	2,583	42	50.79%
Accounting Services	22,440	11,220	11,859	(639)	47.15%
Auditing Services	3,600	0	26	(26)	99.27%
Arbitrage Rebate Calculation	500	500	0	500	100.00%
Assessment Roll	5,250	5,250	5,250	0	0.00%
Public Officials Liability Insurance	3,101	3,101	2,960	141	4.54%
Legal Advertising	1,000	500	687	(187)	31.30%
Bank Fees	2,000	1,000	1,000	0	50.00%
Dues, Licenses & Fees	750	175	175	0	76.66%
Music License/ Monthly Service	2,350	1,175	1,101	74	53.16%
Liquor License	350	0	1,488	(1,488)	(325.14)%
Website Hosting, Maintenance, Backup	5,000	2,364	1,808	556	63.85%
Legal Counsel					
District Counsel	25,000	12,500	18,176	(5,676)	27.29%
Law Enforcement					
Deputy/Florida Highway Patrol	7,500	3,750	3,336	414	55.52%
Security Operations					
Security Monitoring Services	75,000	37,500	48,237	(10,737)	35.68%

See Notes to Unaudited Financial Statements

The Groves Community Development District

Statement of Revenues and Expenditures

001 - General Fund

From 10/1/2020 Through 3/31/2021

(In Whole Numbers)

	Annual Budget	YTD Budget	YTD Actual	YTD Variance	Percent Annual Budget Remaining
Miscellaneous Operating Supplies	5,500	2,750	123	2,627	97.76%
Security Camera Maintenance	53,520	26,760	31,591	(4,831)	40.97%
Electric Utility Services					
Utility Services	35,000	17,500	14,258	3,242	59.26%
Utility - Recreation Facilities	35,000	17,500	17,861	(361)	48.96%
Street Lights	27,000	13,500	13,254	246	50.91%
Garbage/Solid Waste Control Services					
Garbage - Recreation Facility	744	372	1,515	(1,143)	(103.56)%
Solid Waste Assessment	2,750	2,750	2,543	207	7.53%
Water-Sewer Combination Services					
Utility Services	21,000	10,500	6,442	4,058	69.32%
Stormwater Control					
Lake/Pond Bank Maintenance	15,000	7,500	2,790	4,710	81.40%
Aquatic Maintenance	18,204	9,102	8,916	186	51.02%
Stormwater Assessment	5,000	5,000	3,684	1,316	26.31%
Aquatic Plant Replacement	5,000	2,500	0	2,500	100.00%
Miscellaneous Expense	2,500	1,250	0	1,250	100.00%
Other Physical Environment					
General Liability/Property/Casualty Insurance	24,665	24,665	25,179	(514)	(2.08)%
Entry & Walls Maintenance	2,000	1,000	2,125	(1,125)	(6.25)%
Landscape Maintenance	141,578	70,789	70,829	(40)	49.97%
Irrigation Repair & Maintenance	15,000	7,500	2,839	4,661	81.07%
Pump & Well Maintenance	2,500	1,250	5,582	(4,332)	(123.26)%
Holiday Decorations	3,500	3,500	210	3,290	94.00%
Landscape - Mulch	20,025	10,013	0	10,013	100.00%
Landscape - Annuals	5,100	2,550	864	1,686	83.05%
Landscape Replacement Plants, Shrubs, Trees	25,000	12,500	10,671	1,829	57.31%
Road & Street Facilities					
Parking Lot Repair & Maintenance	1,500	750	0	750	100.00%
Sidewalk Repair & Maintenance	25,000	12,500	12,315	185	50.74%
Roadway Repair & Maintenance	1,000	500	0	500	100.00%
Parks & Recreation					
Management Contract	179,426	89,713	88,002	1,711	50.95%
Maintenance & Repair	25,000	12,500	43,444	(30,944)	(73.77)%

See Notes to Unaudited Financial Statements

The Groves Community Development District

Statement of Revenues and Expenditures

001 - General Fund

From 10/1/2020 Through 3/31/2021

(In Whole Numbers)

	Annual Budget	YTD Budget	YTD Actual	YTD Variance	Percent Annual Budget Remaining
Telephone, Fax, Internet	8,000	4,000	2,901	1,099	63.73%
Vehicle Maintenance	1,500	750	587	163	60.85%
Office Supplies	5,000	2,500	4,634	(2,134)	7.32%
Lighting Replacement	1,000	500	70	430	93.00%
Clubhouse - Facility Janitorial Supplies	10,000	5,000	3,669	1,331	63.31%
Pool/Water Park/Fountain Maintenance	5,000	2,500	6,015	(3,515)	(20.29)%
Athletic/Park Court/Field Repairs	5,500	2,750	8,478	(5,728)	(54.13)%
Pool Service Contract	12,000	6,000	5,253	747	56.22%
Furniture Repair/ Replacement	2,500	1,250	0	1,250	100.00%
Pool Furniture Replacement	2,500	1,250	0	1,250	100.00%
Dog Park Maintenance	1,500	750	2,138	(1,388)	(42.53)%
Boardwalk & Bridge Maintenance	7,000	3,500	0	3,500	100.00%
New Gate Construction for Back Entrance	1,000	500	0	500	100.00%
Contingency					
Reclaimed Water - WUP Commitment	25,000	12,500	3,900	8,600	84.39%
Total Expenditures	<u>1,027,253</u>	<u>535,773</u>	<u>559,778</u>	<u>(24,005)</u>	<u>45.51%</u>
Excess of Revenues Over (Under) Expenditures	<u>0</u>	<u>491,480</u>	<u>484,318</u>	<u>(7,162)</u>	<u>0.00%</u>
Excess of Rev./Other Sources Over (Under) Expend./Other Uses	<u>0</u>	<u>491,480</u>	<u>484,318</u>	<u>(7,162)</u>	<u>0.00%</u>
Fund Balance, Beginning of Period	0	0	1,220,546	1,220,546	0.00%
Fund Balance, End of Period	<u>0</u>	<u>491,480</u>	<u>1,704,863</u>	<u>1,213,384</u>	<u>0.00%</u>

The Groves Community Development District

Statement of Revenues and Expenditures

Reserve Fund - 005

From 10/1/2020 Through 3/31/2021

(In Whole Numbers)

	Annual Budget	Current Period Actual	Budget to Actual Variance	Budget Percentage Remaining
Revenues				
Interest Earnings				
Interest Earnings	0	13,956	13,956	0.00%
Special Assessments				
Tax Roll	225,000	225,000	0	0.00%
Total Revenues	225,000	238,956	13,956	6.20%
Expenditures				
Contingency				
Capital Reserve	225,000	605,203	(380,203)	(168.97)%
Total Expenditures	225,000	605,203	(380,203)	(168.98)%
Excess of Revenues Over (Under) Expenditures	0	(366,247)	(366,247)	0.00%
Other Financing Sources (Uses)				
Unrealized Gain/Loss on Investments	0	(10,994)	(10,994)	0.00%
Excess of Rev./Other Sources Over (Under) Expend./Other Uses	0	(377,242)	(377,242)	0.00%
Fund Balance, Beginning of Period	0	2,083,637	2,083,637	0.00%
Fund Balance, End of Period	0	1,706,395	1,706,395	0.00%

The Groves Community Development District

Statement of Revenues and Expenditures

Debt Service Fund - Series 2007 - 201

From 10/1/2020 Through 3/31/2021

(In Whole Numbers)

	Annual Budget	Current Period Actual	Budget to Actual Variance	Budget Percentage Remaining
Revenues				
Interest Earnings				
Interest Earnings	0	16	16	0.00%
Special Assessments				
Tax Roll	158,096	158,096	1	0.00%
Total Revenues	158,096	158,113	17	0.01%
Expenditures				
Debt Service				
Interest	73,096	36,575	36,521	49.96%
Principal	85,000	0	85,000	100.00%
Total Expenditures	158,096	36,575	121,521	76.87%
Excess of Revenues Over (Under) Expenditures	0	121,538	121,538	0.00%
Excess of Rev./Other Sources Over (Under) Expend./Other Uses	0	121,538	121,538	0.00%
Fund Balance, Beginning of Period	0	95,331	95,331	0.00%
Fund Balance, End of Period	0	216,869	216,869	0.00%

The Groves CDD
Investment Summary
March 31, 2021

<u>Account</u>	<u>Investment</u>	<u>Balance as of</u> <u>March 31, 2021</u>
US Bank Custody Operating Surplus		
Principal Cash	Cash Account	\$ 225,814
The Bank of Tampa	Money Market	245,691
The Bank of Tampa ICS:		
Merchants Bank of Indiana	Money Market	152,605
Pacific Western Bank	Money Market	248,352
United Bank	Money Market	63,833
Total General Fund Investments		<u><u>\$ 936,295</u></u>
US Bank Custody Reserve		
Principal Cash	Cash Account	\$ 982,878
Ally Bank Midvale Utah	3.15% CD - Maturity Date 11/08/21	244,495
Discover Bank Greenwood	3.15% CD - Maturity Date 11/08/21	244,495
Goldman Sachs Bank USA New York	3.20% CD - Maturity Date 11/08/21	203,806
Subtotal		<u><u>1,675,674</u></u>
The Bank of Tampa ICS Capital Reserve:		
NexBank	Money Market	248,352
Pinnacle Bank	Money Market	248,353
United Bank	Money Market	184,519
Subtotal		<u><u>681,224</u></u>
Total Reserve Fund Investments		<u><u>\$ 2,356,898</u></u>
US Bank Series 2007 Prepayment	First American Treasury Obligation Fund Class Z	\$ 2
US Bank Series 2007 Reserve	First American Treasury Obligation Fund Class Z	1
US Bank Series 2007 Revenue	First American Treasury Obligation Fund Class Z	209,419
Total Debt Service Fund Investments		<u><u>\$ 209,422</u></u>

The Groves Community Development District

Summary A/R Ledger

001 - General Fund

From 3/1/2021 Through 3/31/2021

Invoice Date	Customer Name	Invoice Number	Current Balance
10/1/2019	Pasco County Tax Collector	FY19-20	12,082.37
10/1/2020	Pasco County Tax Collector	FY20-21	46,863.48
2/28/2021	Bayscape at The Groves, LLC	Bayscape-Elec-Feb 21	374.21
2/28/2021	The Groves Golf & Country Club HOA, Inc.	HOA-Copies-Feb 21	54.29
2/28/2021	The Groves Golf & Country Club HOA, Inc.	HOA-Copies-Feb 21-1	178.08
2/28/2021	The Groves Golf & Country Club HOA, Inc.	HOA-Elec- Feb 21	648.35
2/28/2021	The Groves Golf & Country Club HOA, Inc.	HOA-Reclaimed-Feb 21	1,480.50
2/28/2021	The Groves Golf & Country Club HOA, Inc.	HOA-Spectrum-Feb 21	552.29
3/31/2021	Bayscape at The Groves, LLC	Bayscape-Elec-Mar 21	252.89
3/31/2021	The Groves Golf & Country Club HOA, Inc.	HOA-Copies-Mar 21	54.29
3/31/2021	The Groves Golf & Country Club HOA, Inc.	HOA-Elec- Mar 21	754.58
3/31/2021	The Groves Golf & Country Club HOA, Inc.	HOA-Reclaimed-Mar 21	1,346.10
3/31/2021	The Groves Golf & Country Club HOA, Inc.	HOA-Spectrum-Mar 21	552.29
Total 001 - General Fund			65,193.72

The Groves Community Development District

Summary A/R Ledger

201 - Debt Service Fund - Series 2007

From 3/1/2021 Through 3/31/2021

Invoice Date	Customer Name	Invoice Number	Current Balance
10/1/2019	Pasco County Tax Collector	FY19-20	1,530.93
10/1/2020	Pasco County Tax Collector	FY20-21	5,916.46
		Total 201 - Debt Service Fund - Series 2007	7,447.39
Report Balance			72,641.11

The Groves Community Development District

Aged Payables by Invoice Date

Aging Date - 3/1/2021

001 - General Fund

From 3/1/2021 Through 3/31/2021

Vendor Name	Invoice Date	Invoice Number	Invoice Description	Current Balance
A1OSIS Inc.	3/12/2021	3122020101-1	IT Services Balance Due 03/21	2,500.00
Verizon Wireless	3/12/2021	9875403140	713738176-00001 03/21	35.62
World of Lawncraft LLC	3/20/2021	256-1	Clear Canal Edge 03/21	1,700.00
Johnson, Mirmiran & Thompson, Inc.	3/22/2021	1-171535	Engineer Services 02/21	14,862.50
Pasco County	3/23/2021	14732752	7924 Melogold Circlw Hydrant 03/21	25.48
Brighthouse Networks	3/23/2021	051389101032321	7924 Melogold Cir Back Gate 03/21	123.17
Brighthouse Networks	3/24/2021	091844201032421	7924 Melogold Cir 03/21	9.11
Proteus Pool Services LLC	3/24/2021	Grovo01	Pool Maintenance 03/21	2,752.53
Dynamic Security, Inc.	3/26/2021	2000005903	Security Services 03/20/21-03/26/21	1,425.48
Commercial Fire & Communications, Inc.	3/29/2021	9010428	Fire Alarm Inspections Repair 03/21	469.00
Clean Sweep Supply Co., Inc.	3/30/2021	00212628	Janitorial Supplies 03/21	316.15
Rizzetta Amenity Services, Inc.	3/31/2021	INV0000000008685	Out of Pocket Expenses 03/21	100.00
Fitness Logic, Inc.	3/31/2021	100625	Quarterly General Maintenance 03/21	170.00
Total 001 - General Fund				24,489.04
Report Total				24,489.04

The Groves Community Development District
Notes to Unaudited Financial Statements
March 31, 2021

Balance Sheet

1. Trust statement activity has been recorded through 03/31/21.
2. See EMMA (Electronic Municipal Market Access) at <https://emma.msrb.org> for Municipal Disclosures and Market Data.
3. For presentation purposes, the Reserves are shown in a separate fund titled Reserve Fund.

Summary A/R Ledger – Payment Terms

4. Payment terms for landowner assessments are (a) defined in the FY20-21 Assessment Resolution adopted by the Board of Supervisors, (b) pursuant to Florida Statutes, Chapter 197 for assessments levied via the county tax roll.

Summary A/R Ledger – Subsequent Collections

5. General Fund - Payment for Invoice FY20-21 in the amount of \$31,762.52 was received in April 2021.
6. Debt Service Fund – Payment for Invoice FY20-21 in the amount of \$4,009.98 was received in April 2021.

Tab 11

MINUTES OF MEETING

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

**THE GROVES
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of The Groves Community Development District was held on **Tuesday, April 6, 2021 at 10:00 a.m.**, held 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
James Nearey	Board Supervisor, Assistant Secretary

Also present were:

Aimee Brandon	District Manager, Rizzetta & Co, Inc.
Dana Collier	District Counsel, Straley, Robin & Vericker
Mark Bufano	Operations Manager
Steven Brletic	JMT Engineering

Audience: **Present**

FIRST ORDER OF BUSINESS

Call to Order

Ms. Aimee Brandon called the meeting to order and performed roll call, confirming that a quorum was present.

SECOND ORDER OF BUSINESS

Audience Comments

The Board received audience comments regarding; question as to why audience comments are only at the beginning and not allowed throughout the meeting and question if the term "rim ditch" meant the same thing as canal.

THIRD ORDER OF BUSINESS

Consideration of District Management Services

The Board received the Consideration of District Management Services Agreement.

The Board asked if there had been any changes to the verbiage other than the removal of additional fees for extended meeting hours and the addition of E-Verify language.

Ms. Christina Cunningham requested that Rizzetta refund the difference in fees from the Rizzetta Management increases that were reflected on the October renewal agreement. She requested that Rizzetta refund the District for the months of October through February.

On a motion from Mr. Richard Loar, seconded by Ms. Cunningham, the Board approved the District Management Services Agreement for The Groves Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of Pool Maintenance Proposals

The Board received the Pool Maintenance Proposals.

The Board discussed both proposals in depth and agreed that Proteus Pools monthly maintenance proposal for \$1,502.53 would be an acceptable choice.

The Board discussed having a standard contract in place with Proteus Pools and to allow the Chairman to execute the contract outside of the meeting.

On a motion from Mr. Loar, seconded by Mr. Jimmy Allison, the Board approved the proposal for Proteus Pools Monthly Maintenance in the amount of \$1,502.53 monthly, with a standard contract in place and with authorization for the Chairman to sign outside of the meeting for The Groves Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Aquatic Management Proposals

The Board received the Aquatic Management Proposals.

The Board discussed each proposal in depth.

Mr. Bill Boutin requested a detailed monthly report from which ever vendor the Board chose.

Ms. Cunningham requested that a standard contract be put in place with the new vendor.

Mr. Loar requested that verbiage be added to the contract that request the presence of the vendor at future meetings as needed.

The Board agreed to the proposal received by Steadfast in the amount of \$1,252.00 monthly. The Board agreed to execute the contract at the May meeting.

On a motion from Mr. Neary, seconded by Ms. Cunningham, the Board approved the proposal for Steadfast Monthly Aquatic Maintenance in the amount of \$1,252.00 monthly, with a standard contract in place and with authorization for the Chairman to sign outside of the meeting for The Groves Community Development District.

SIXTH ORDER OF BUSINESS

Discussion of The Groves Entrance Beautification

The Board discussed the Beautification of The Groves Entrance.

Mr. Loar discussed the resident email that was received that expressed interest in offering financial assistance towards the cost of improving the entrance to The Groves.

Mr. Boutin requested that Ms. Brandon investigate the total cost spent on the front entrance in the past few years.

Mr. Loar suggested that the community form an ad hoc committee to discuss ideas for the front entrance.

The Board agreed to appoint Mr. Loar as the liaison for the ad hoc committee.

On a motion from Mr. Boutin, seconded by Mr. Loar, the Board approved Mr. Loar as the liaison of the beautification of the front entrance ad hoc committee for The Groves Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration of Pool Maintenance Proposals

The Board received the Yellowstone proposals that were requested by Mr. James Nearey.

The Board discussed tabling the backside of the restaurant and main/back gate entrance proposals for landscaping until after the ad hoc committee has provided the Board with their ideas.

The Board discussed the proposals for hedges to block golf cart access to a resident yard who lives near the back gate.

The Board asked District Counsel, Ms. Dana Collier, if there was a legal issue with planting hedges along the edge of the resident's property. Ms. Collier stated that it would not be an issue if the resident gave permission via an easement agreement between the District and the resident.

The Board discussed the community forming an ad hoc committee for holiday lighting to assist with the design and layout of decorations.

The Board agreed that the community could use the existing holiday lights and décor but would request hiring a professional handyman to install the lights and decorations.

On a motion from Mr. Allison, seconded by Mr. Loar, the Board approved the proposal for \$916.00 to add hedges along the resident's property to block golf cart access to the resident's property for The Groves Community Development District.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

The Board received the District Counsel report from Ms. Collier.

Ms. Collier discussed resident request of the HOA to relocate a cart path on hole #17. Ms. Collier reminded the Board that golf carts are not allowed to drive on the sidewalk. Ms. Collier mentioned that if the HOA gives the resident approval, the HOA attorney may ask the CDD for an access easement depending on the area of relocation.

The Board agreed that if the path was changed, that the striping on the road should be removed.

Mr. Loar agreed that the HOA would be responsible for providing direction to golfers.

No final decision was needed at this time therefore there were no actions taken on this discussion.

B. District Engineer

The Board received the District Engineer report from Mr. Stephen Brletic.

Mr. Brletic discussed the pond repair proposals. Mr. Brletic recommended Finn Outdoors' proposal for \$38,500.00 and mentioned that he had received the permit back from the county and can begin scheduling the work as soon as a proposal was chosen by the Board.

The Board agreed to choose Finn Outdoors' proposal along with a standard contract in place and with the Chairman being authorized to execute the contract outside of the meeting.

On a motion from Mr. Loar, seconded by Mr. Allison, the Board approved the Finn Outdoor Proposal for \$38,500.00 with a standard contract in place and with the authorization for the Chairman to execute the contract outside the meeting for The Groves Community Development District.

C. Aquatic Report

The Board received the Aquatics Report for March 2021.

D. Clubhouse Manager

The Board received the Operation Manager Report from Mr. Mark Bufano.

Mr. Bufano provided the Board with an update on the electrical room and phone system. Mr. Bufano mentioned the difficulty with getting access to the Spectrum accounts due to not being an authorized user.

Ms. Cunningham made the statement that the electrical room should no longer be used for storage of any kind.

Mr. Bufano discussed the change to the Pasco County mask mandate. Mr. Bufano discussed the concern he has for the timeline of getting additional staff. He has requested that the Board reconsider the timeline of getting an assistant manager and an additional maintenance person.

Ms. Cunningham expressed concern and disappointment that RASI was not able to provide a temporary replacement for their current maintenance man when he was out due to a minor injury.

Mr. Loar agreed with Ms. Cunningham's concern.

Mr. Loar suggested adding the discussion of adding additional staff onto the next meeting.

<p>On a motion from Mr. Loar, seconded by Mr. Boutin, the Board authorized Ms. Brandon and Mr. Bufano to be authorizing users of the Spectrum account for The Groves Community Development District.</p>
--

E. District Manager

The Board received the District Manager report from Ms. Brandon.

Ms. Brandon reminded the Board of their next regular scheduled meeting to be held on May 4th at 10:00 a.m.

Ms. Brandon reminded the Board that they would be discussing their proposed budget during this meeting.

1. The Board received the Financial statement for February 2021.

2. The Board received the Project Management spreadsheet.

Mr. Boutin requested adding gutters for the clubhouse.

Ms. Cunningham suggested that the Board have more discussion on the beverage golf cart before anything began on this project.

3. The Board received the 90 Day Improvement Plan spreadsheet

Ms. Brandon reviewed the responses she received from management at Rizzetta regarding each item.

Ms. Cunningham expressed concern that Rizzetta did not offer additional details regarding their new system for accounts receivables and payables.

Mr. Loar agreed that he had expected to see a specific example of what they should be expecting to see with the implementation of the new system.

Mr. Boutin mentioned that he was pleased with the current changes that he has seen from District Management and Rizzetta.

NINTH ORDER OF BUSINESS

**Consideration of Minutes of the
Board of Supervisors' Workshop
Meeting held on February 24, 2021**

The Board was presented with the Minutes of the Board of Supervisors workshop meeting held on February 24, 2021.

On a motion from Mr. Loar, seconded by Ms. Cunningham, the Board approved the Minutes of the Board of Supervisors Workshop Meeting that was held on February 24th, 2021 for The Groves Community Development District.

TENTH ORDER OF BUSINESS

**Consideration of Minutes of the
Board of Supervisors' Meeting held
on March 2, 2021**

The Board received the Minutes of the Board of Supervisors regular meeting that was held on March 2nd, 2021.

On a motion from Mr. Nearey, seconded by Ms. Cunningham, the Board approved the Minutes of the Board of Supervisors regular meeting that was held on March 2nd, 2021 for The Groves Community Development District.

ELEVENTH ORDER OF BUSINESS

**Consideration of Operations and
Maintenance Expenditures for
February 2021**

The Board received the Operation and Maintenance Expenditures for February 2021 in the amount of \$599,663.91.

On a motion from Mr. Loar, seconded by Mr. Nearey, the Board approved to ratify the paid invoices for the O&M Expenditures for February 2021 in the amount of \$599,663.91 for The Groves Community Development District.

TWELFTH ORDER OF BUSINESS

Supervisor Requests

During Supervisor Requests the Board discussed the following: Mr. Loar discussed wanting to meet with Mr. Scott Brizendine to discuss the possibility of reinvesting in CD's now that the District has completed larger projects.

He asked if the flagpole was being taken down and if the District had received alternatives to leasing the printer.

Ms. Cunningham discussed the back gate and requested that Ms. Brandon explore possible alternative options for the current arm that they have in place and if a solution is discovered to add it to the next agenda.

Ms. Cunningham asked that a up to date inventory of the restaurant be added into the renewal contract for the restaurant.

Ms. Cunningham asked for the Campus Suites page status.

THIRTEENTH 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 from Mr. Loar, seconded by Mr. Nearey, the Board approved to adjourn the meeting at 12:49 p.m. for The Groves Community Development District.

Secretary/Assistant Secretary

Chairman/Vice Chairman

Tab 12

THE GROVES COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures

March 2021

For Board Approval

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

The total items being presented: **\$131,268.84**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

The Groves Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2021 Through March 31, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
A1OSIS Inc.	007494	3122020101	IT Services and Equipment Deposit 03/21	\$ 2,500.00
Anthony Buzzeo	007496	031021-Buzzeo	Reimbursements for Signs and Lunch 03/21	\$ 66.28
Asphalt Paving Systems, Inc.	007505	203028-2	Road Microsurfacing Project 03/21	\$ 30,110.57
Bright house Networks	007506	046594101031021	7924 Melogold Circle-Golf & Club 03/21	\$ 616.57
Bright house Networks	007495	051389101022321	7924 Melogold Cir Back Gate 02/21	\$ 123.17
Bright house Networks	007468	088099301021921	Internet for Master Business Accts 02/21	\$ 295.32
Brighthouse Networks	007514	088099301031921	Internet for Master Business Accts 03/21	\$ 295.32
Central Termite & Pest Control Inc.	007507	77390	Pest Control Monthly 03/21	\$ 50.00
Christina Cunningham	007471	CC022421	Board Of Supervisors Meeting 02/24/21	\$ 200.00
Christina Cunningham	007484	CC030221	Board Of Supervisors Meeting 03/02/21	\$ 200.00

The Groves Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2021 Through March 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
City of Clearwater	007469	4156233 02/21	7924 Melogold Circle 02/21	\$ 4,066.40
City of Clearwater	007515	4156233 03/21	7924 Melogold Circle 03/21	\$ 2,382.13
Clean Sweep Supply Co., Inc.	007470	00212244	Janitorial Supplies 02/21	\$ 400.80
Clean Sweep Supply Co., Inc.	007508	00212466	Janitorial Supplies 03/21	\$ 136.90
Dynamic Security, Inc.	007472	2000005755	Security Services 02/13/21-02/19/21	\$ 1,425.48
Dynamic Security, Inc.	007485	2000005771	Security Services 02/20/2021-02/26/21	\$ 1,425.48
Dynamic Security, Inc.	007497	2000005860	Security Services 02/27/21-03/05/21	\$ 1,425.48
Dynamic Security, Inc.	007509	2000005876	Security Services 03/06/2021-03/12/21	\$ 1,425.48
Dynamic Security, Inc.	007516	2000005887	Security Services 03/13/2021-03/19/2021	\$ 1,425.48
Great America Financial Services Corporation	007481	28729572	Copier Maintenance/Color Images 02/21	\$ 379.80

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Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Great America Financial Services Corporation	007498	28917956	Copier Maintenance/Color Images 03/21	\$ 557.88
James P Nearey	007475	JN022421	Board Of Supervisors Meeting 02/24/21	\$ 200.00
James P Nearey	007488	JN030221	Board Of Supervisors Meeting 03/02/21	\$ 200.00
Jimmy Allison	007466	JA022421	Board Of Supervisors Meeting 02/24/21	\$ 200.00
Jimmy Allison	007482	JA030221	Board Of Supervisors Meeting 03/02/21	\$ 200.00
Mr Electric of Land O Lakes	007487	7393025	Electrical Services 03/21	\$ 942.66
Mr Electric of Land O Lakes	007499	7440793	Electrical Services for Entrance 03/21	\$ 5,354.84
Mr Electric of Land O Lakes	007517	7705985	Replace Photocell 03/21	\$ 294.24
Mr Electric of Land O Lakes	007517	7753605	Repaired Lighting at Flag Pole 03/21	\$ 335.29
Navitas Credit Corp	007474	40526618 02/21	Security Surveillance 02/21	\$ 2,103.19

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Navitas Credit Corp	007518	40526618 03/21	Security Surveillance 03/21	\$ 2,103.19
Pasco County	007489	14601572	7924 Melogold Circle Hydrant 02/21	\$ 25.48
Pasco County	007500	14650681	7320 Land O Lakes Blvd 02/21	\$ 115.76
Pasco County	007500	14650682	0 Festive Groves Blvd 02/21	\$ 37.69
Pasco County	007500	14650829	7924 Melogold Cir 02/21	\$ 896.57
Pasco County	007500	14650830	7924 Melogold Circle Hydrant 02/21	\$ 2,220.75
Richard Loar	007473	RL022421	Board Of Supervisors Meeting 02/24/21	\$ 200.00
Richard Loar	007486	RL030221	Board Of Supervisors Meeting 03/02/21	\$ 200.00
Rizzetta & Company, Inc.	007501	INV0000051278	Mass Mailing Expenses 07/20	\$ 909.38
Rizzetta & Company, Inc.	007476	INV0000057073	District Management Fees 03/21	\$ 5,837.50

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Rizzetta Amenity Services, Inc.	007510	INV00000000008546	Bi-Weekly Payroll-Insurance 02/21	\$ 5,765.12
Rizzetta Amenity Services, Inc.	007502	INV00000000008574	Bi-Weekly Payroll-Insurance 03/05/21	\$ 7,746.01
Rizzetta Amenity Services, Inc.	007519	INV00000000008628	Bi-Weekly Payroll-Insurance 03/19/21	\$ 5,461.67
Rizzetta Amenity Services, Inc.	007502	INV00000000008602	Out of Pocket Expenses 02/21	\$ 161.13
Rizzetta Technology Services, LLC	007477	INV0000006942	Email & Website Hosting Services 03/21	\$ 175.00
RLC Pool LLC	007490	2047	Pool Maintenance 01/21	\$ 750.00
RLC Pool LLC	007490	2110	Pool Maintenance 02/21	\$ 750.00
Securiteam, Inc.	007511	10769022221	Service Call -Gate Repair 02/21	\$ 380.00
Solitude Lake Management LLC	007520	PI-A00558040	Lake & Pond Management Services 03/21	\$ 1,352.26
Spectrum	007521	0034594836-01 03/21	7924 Melogold Circle- Ballroom 03/21	\$ 6.60

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Steve Gaskins Contracting, Inc.	007512	0000142	Off Duty Deputy & Scheduler Fee 02/21	\$ 524.00
Straley Robin Vericker	007478	19410	Legal Services 02/21	\$ 2,712.50
Straley Robin Vericker	007522	19543	Legal Services 03/21	\$ 2,745.15
The Groves CDD	CD390	CD390	Debit Card Replenishment	\$ 1,307.87
Tibbetts Lumber Co., LLC	007491	4353374	Lumber 01/21	\$ 351.80
Times Publishing Company	007479	0000136646 02/14/21	Acct 109332 Legal Advertising 02/21	\$ 203.50
Triton Pool and Spa Services	007503	971390	Spa Heater Replaced 03/21	\$ 95.00
Verizon Wireless	007465	9873272066	713738176-00001 02/21	\$ 35.22
Waste Management Inc. of Florida	007492	0627246-1568-7	Waste Disposal Services 03/21	\$ 203.00
Wilbur H. Boutin Jr	007467	BB022421	Board Of Supervisors Meeting 02/24/21	\$ 200.00

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Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Wilbur H. Boutin Jr	007483	BB030221	Board Of Supervisors Meeting 03/02/21	\$ 200.00
Wilkes Air Conditioning LLC	007480	1033	Replaced Heater 02/21	\$ 345.00
Wilkes Air Conditioning LLC	007480	1034	A/C Maintenance 02/21	\$ 600.00
Wilkes Air Conditioning LLC	007493	1041	Installed New Thermostats 02/21	\$ 1,950.00
Wilkes Air Conditioning LLC	007513	1052	Replaced Contactor In Craftroom Ac 03/21	\$ 180.00
Wilkes Air Conditioning LLC	007523	1056	Checked Kitchen AC System 03/21	\$ 160.00
Wilkes Air Conditioning LLC	007523	1059	Installed 5 WIFI Thermostats 03/21	\$ 1,625.00
Withlacoochee River Electric Cooperative, Inc	007504	Summary Elec 02/21	Summary Electric 02/21	\$ 5,513.75
Yellowstone Landscape	007524	TM 198409	Monthly Landscape Maintenance 03/21	\$ 11,798.17
Yellowstone Landscape	007524	TM 198758	Focal Area Wood Line/Conservation 03/21	\$ 3,245.13

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Yellowstone Landscape	007524	TM 198759	Plant Installation 03/21	\$ 1,255.50
Yellowstone Landscape	007524	TM 198760	Irrigation Repairs 03/21	\$ 685.43
Yellowstone Landscape	007524	TM 203566	Irrigation Repairs 03/21	\$ 314.78
Yellowstone Landscape	007524	TM 203567	Irrigation Repairs 03/21	\$ 187.03
Yellowstone Landscape	007524	TM 204119	Irrigation Repairs 03/21	<u>\$ 398.14</u>
Report Total				<u>\$ 131,268.84</u>