



Rizzetta & Company

The Groves Community Development District

**Board of Supervisors'
Regular Meeting
April 5, 2022**

**District Office:
5844 Old Pasco Road, Suite 100
Wesley Chapel, FL 33544
813-994-1001**

www.thegrovescdd.org

THE GROVES COMMUNITY DEVELOPMENT DISTRICT

The Groves Civic Center, 7924 Melogold Circle, Land O' Lakes, FL 34637

Board of Supervisors	Bill Boutin	Chairman
	Richard Loar	Vice Chairman
	Jimmy Allison	Assistant Secretary
	James Nearey	Assistant Secretary
	Christina Cunningham	Assistant Secretary
District Manager	Gregory Cox	Rizzetta & Company, Inc.
District Counsel	Dana Collier	Straley Robin & Vericker
District Engineer	Stephen Brletic	JMT Engineering

All cellular phones must be placed on mute while in the meeting room.

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (813) 933-5571. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

THE GROVES COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE □ 5844 OLD PASCO RD □ SUITE 100 □ WESLEY
CHAPEL, FL 33544
WWW.THEGROVESCDD.ORG

Board of Supervisors
The Groves Community
Development District

April 1, 2022

REVISED AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of The Groves Community Development District will be held on **Tuesday, April 5, 2022 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 revised agenda for this meeting.

BOARD OF SUPERVISORS MEETING

- 1. CALL TO ORDER/ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 4. BUSINESS ITEMS**
 - A.** Dog Park Update
 - B.** Consideration of Resolution 2022-03,
Setting 2022 General Election.....Tab 1
 - C.** Consideration of Proposals for Replacement
Benches at Shuffleboard Court.....Tab 2
 - D.** Consideration of Securiteam Proposals.....Tab 3
 - E.** Consideration of Commercial Acoustics Proposal
for Clubhouse Acoustic Panels.....Tab 4
 - F.** Discussion of Pool Inspections
 - G.** Ratification of Pool Works Proposal.....Tab 5
 - H.** Ratification of Pool Furniture Purchase.....Tab 6
 - I.** Discussion of Purchasing Second Utility Cart for Maintenance
 - J.** Consideration of Workshop Results (under separate cover)
- 5. STAFF REPORTS**
 - A.** District Counsel
 - B.** District Engineer
 - C.** Aquatics Report
 1. March Waterway and Canal Reports – Steadfast.....Tab 7
 2. Review of Revised Rim Ditch Map.....Tab 8
 - D.** Client Relations Manager Update
 - E.** Clubhouse Manager
 1. Review of March Report.....Tab 9
 - F.** District Manager
 1. March 2022 District Manager Report.....Tab 10
 2. Projects Management Plan Update.....Tab 11

6. BUSINESS ADMINISTRATION

A. Consideration of Minutes of the Board of Supervisors'
Regular Meeting held on March 1, 2022.....Tab 12

B. Consideration of Operation & Maintenance Expenditures
For February 2022.....Tab 13

7. SUPERVISOR REQUESTS

8. ADJOURNMENT

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

Sincerely,

Gregory Cox

District Manager

Tab 1

RESOLUTION 2022-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE GROVES COMMUNITY DEVELOPMENT DISTRICT CALLING FOR A GENERAL ELECTION TO BE HELD BY THE PASCO COUNTY SUPERVISOR OF ELECTIONS IN CONJUNCTION WITH THE GENERAL ELECTION TO BE HELD IN NOVEMBER 2022.

WHEREAS, The Groves Community Development District ("**District**") is a local unit of special-purpose government established by Pasco County, Florida (the "**County**");

WHEREAS, pursuant to Section 190.006(1), Florida Statutes, the District Board of Supervisors consists of five members; and

WHEREAS, Section 190.006(3), Florida Statutes provides for the election of members to specific terms and seat numbers for the District Board of Supervisors and currently calls for the election of **three (3)** members of the Board of Supervisors of the District for seat numbers and length of terms thereof:

Seat No. 1, Currently held by Jimmy Allison	Length of term: Four years
Seat No. 2, Currently held by James Nearey	Length of term: Four years
Seat No. 3, Currently held by Richard D. Loar	Length of term: Four years

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

Section 1. General Election. There is hereby called an election in the County to be held concurrent with the General Election on the first Tuesday of November, which is November 8, 2022, for the purpose of having all of the qualified electors residing within the boundaries of the District to determine **three (3) qualified electors** to serve on the Board of Supervisors of the District.

Section 2. Qualifying Period. The period of qualifying as a candidate for a supervisor to the district shall be from noon June 13, 2022 through noon June 17, 2022, pursuant to Section 99.061, Florida Statutes. This Resolution shall serve as the District's notice of the qualifying period, pursuant to Section 190.006(3), Florida Statutes. Interested candidates should contact the Supervisor of Election for the County for further information.

Section 3. Conduction and Procedure of Election.

- a. The election shall be conducted according to the requirements of general law and law governing special district elections.
- b. The election shall be held at the precinct polling places designated by the Supervisor of Elections in the County.
- c. The polls shall be opened and closed as provided by law, including, but not limited to Section 100.011, Florida Statutes.
- d. The ballot shall contain the names of the candidates to be voted upon, pursuant to Section 101.151, Florida Statutes.
- e. The Department of State shall make out a notice stating what offices are to be filled at the general election, pursuant to Section 100.021 Florida Statutes.

Section 4. Election Costs. The District shall be responsible for paying the District's proportionate share of the regular election costs, if any, pursuant to Section 100.011, Florida Statutes.

Section 5. Effective Date and Transmittal. This Resolution shall become effective upon its passage and the District's Secretary is authorized to transmit a copy of this Resolution to the Supervisor of Elections of the County.

This Resolution is duly passed and adopted this 5th day of April, 2022.

ATTEST:

**THE GROVES COMMUNITY
DEVELOPMENT DISTRICT**

Signature

Signature

Printed Name

Printed Name

Title:

- ☐ Secretary
- ☐ Assistant Secretary

Title:

- ☐ Chairperson
- ☐ Vice Chairperson

Tab 2

PATRICIA.PENBERTHY@
TAMPABAY.FL.GOV

TO: CDD Board Supervisors

FROM: Pat Penberthy for The Shuffleboard League

RE: Request for replacement benches

DATE: March 1, 2022

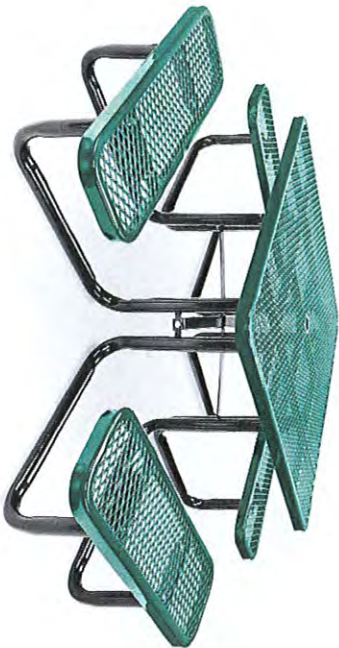
The Shuffleboard League is requesting two picnic tables to replace the two benches at the courts that are badly in need of replacement. One bench on the north side of the court broke and had to be removed before it became a danger to anyone sitting there. Both prior clubhouse managers, Mark Bufano and Moose Mustafa had promised the league replacement picnic tables.

We have attached a copy of the tables we would like. In researching tables, we found Uline (uline.com) appeared to be the best priced. Similar tables at different commercial park maintenance companies were priced at over \$1200.

We would also like to suggest that the grass be removed, and pea gravel installed to make landscaping and edging easier.

Options:

Item	Qty	Price	Total
46" square steel picnic table 80x80x31	2	\$920	\$1,840
Umbrella 108x108x102	2	\$195	\$ 390
Umbrella stand	2	\$150	\$ 350
Pea Gravel for area			<u>\$ 220</u>
TOTAL			\$2,800
6 foot steel picnic table 72x61x31	2	\$850	\$1,700
Umbrella 108x108x102	2	\$195	\$ 390
Umbrella stand	2	\$150	\$ 350
Pea Gravel for area			<u>\$ 100</u>
TOTAL			\$2,680



46" steel square picnic table
Color: Green
Quantity: 2
Price: \$920.00
Total: \$1840.00

- Thermoplastic coating withstands heat, cold and all weather elements. Rust free.
- High gloss, smooth surface allows for easy spray paint and graffiti removal.
- 9 gauge expanded metal with 2" black steel frame.
- Rounded corners for added safety



6' steel picnic table
Color: Green
Quantity: 2
Price: \$850.00
Total: \$1,700.00

- Thermoplastic coating withstands heat, cold and all weather elements. Rust free.
- High gloss, smooth surface allows for easy spray paint and graffiti removal.
- 9 gauge expanded metal with 2" black steel frame.
- Rounded corners for added safety



- Opens to 9 ft. wide.
 - Fits tables with 1.5" center hole.
 - Durable spun polyester fabric resists fading and mildew. Washable.
- Use with [Uline Metal Picnic Tables](#) and [Umbrella Bases](#), sold separately.

9' umbrella
Color: Green
Quantity: 2
Price: \$195.00
Total: \$390.00



Umbrella Stand
Quantity: 2
Price: \$150.00
Total: \$350.00

Tab 3



Entry Security System Upgrades

The Groves CDD

The Groves Golf & Country Club Amenity
7660 Melogold Cir
Land O Lakes, FL
(813) 996-0161

Prepared by:

Frank Prete
Vice President
Frank@mysecuriteam.com
813-978-1978

Why Securiteam

At Securiteam, we challenge conventional thinking in everything we do. We believe that thinking differently inspires innovation and creativity, enabling us to design and create innovative customized security and technology solutions that are durable, reliable, and user friendly.

We pride ourselves on our responsiveness, attention to detail, and customer service. We listen to your needs, collaborate ideas, and work to develop unique value-added solutions that meet today's most demanding requirements.

About Us

We are a Premier Security Solutions & Technology Integration Company Founded in 2005

Nationally recognized as a 2020 Top-100 Systems Integrator by SDM Magazine

Created our Proprietary Virtual Security Guard Kiosk in 2012

We Customize State-of-the-Art Solutions that meet YOUR Specific Needs

Licensed, Bonded, Insured, and State Certified Security & Alarm Contractor

Customer-Centric Business Culture Providing YOU with Exceptional Customer Service

Industry Leading A+ Better Business Bureau Rating and a 4.9 Google Rating

Panasonic Diamond Level Security Solutions Provider

What We Do

- Access Cards & Fobs
- Access Control Systems
- AV (Television & Projector) Systems
- Electronic Meeting Room Scheduler
- Centralized Touchpad Controller
- Climate Control
- Digital Signage
- Ethernet & USB Ports
- Gate Operating Systems
- Guest Wi-Fi
- Low Voltage Cabling
- Lutron Lighting Integration
- Music & Sound Distribution
- Music Streaming Service
- Security Systems
- Surveillance Systems
- Troubleshooting & Repair Services
- Virtual Security Guard Kiosk
- Virtual Security Guard Surveillance
- VOIP Phones and Service



Summary of Qualifications

Securiteam, Inc.

- Securiteam is locally owned and operated in Tampa, FL
- Installations include Moffitt Cancer Center, Del Web at Bexley, Harrison Ranch, Tampa Bay Golf, The Groves and many more.
- Licensed, Bonded, Insured and State Certified Security and Fire Alarm Contractors
- \$2 Million Liability Insurance policy
- A+ rating by the BBB
- 24/7/365 live tech support
- Listed in the top 100 Security Integrator's in the country

Key Personnel

Rob Cirillo – Founder & CEO

- 25+ Years of electronic security industry experience including regional management positions.
- Licensed to design and install Security and Fire Alarm Systems in FL, MA, & ME
- Automatic Fire Alarm Association Trained and Certified

Frank Prete – Vice President

- 25+ Years technical industry experience
- Certified for Burglar Alarm and Fire Alarm Installations

Technical Team

- 25+ Years technical industry experience

Office Personnel

- Nisha Sevilla – Office Manager – 5+ years of experience

Advanced Analytics & Surveillance



Through industry leading partnerships and innovative design, Securiteam provides true preventative protection using advanced AI Technology. Video technology is constantly evolving. If you're looking for the highest resolution, intelligent analytics, professional design, or knowledgeable staff, Securiteam can provide the best solution to meet your needs. We partner with companies to provide class leading, innovative solutions through smarter object detection (Vehicle or person), advanced, pattern-based video searches, and self-learning analytics. The technologies used include better scenario-based alerts like intrusion, loitering, and unusual activity detection. Securiteam leads the way by providing the best technologies through strategic partnerships.

Better-Than-Guard Level Security a Fraction of the cost

When Human presence is detected in an authorized area, the signal is sent to our state-of-the-art remote video monitoring center. Once the activity is verified by the remote officer, your custom predefined action plan is implemented which may include a live voice to the premises. The best part is that our cameras do not sleep, take breaks call out sick or ever get distracted.



Limit False Alarms and Save Storage



Using scene adaptive intelligence and varied analytical profiles, Advanced analytics reduce remote and local guard costs by eliminating most nuisance alarms that occur with conventional video motion detection. Simply put, our partners technologies can identify the difference between a person, a bird and windblown leaves where simple video motion cannot.

Benefits of New Visitor Management & Resident Access Control System:


Our new cloud-based Visitor Management software solution that reads the license plate of vehicles to open the gates. Eliminates access control hardware.

Residents can connect anytime to update their personal and guest information and add license plates to regular visiting guests. Remote security guards can instantly search resident and guest information, often searching in less than five seconds.

Administrators can view and update, adding residents and permanent guests' information in all one cloud-based solution. Residents have unlimited access control capability.

Resident's access to software from any computer or mobile device and can add, edit and delete guest information, update their personal information, change their password, list additional residents, setup guest denial, if necessary, view their registered vehicles, add additional users.


- NO Bar Codes, Windshield tags or key fobs.
- NO cost for resident / guest license plate credentials.
- Cloud based software, NO on-site hard drive.
- Replaces access control hardware.
- Delivers overview video and images of the vehicle and the license plate.
- Provides robust, long-term data storage for ALPR data and plate images
- ONE software database for residents and guests.
- Reduces vehicle wait time at gate
- Residents receive a text message or call for guest entry
- Residents manage their guests online
- Setup guest denied if necessary




CLOUD-BASED ALPR ACCESS CONTROL

IZCLOUD ENABLES USERS TO CONTROL ENTRANCE/EXIT GATES REMOTELY.


By using vehicle license plates as a credential IZCloud , seamlessly controls vehicle flow through the entrance and exit gates for the employees, residents, visitors, and vendors. Vehicle information is stored in INEX's cloud-based IZCloud Access Software, which communicates with ALPR cameras installed at the entrances and exits. As a vehicle approaches an entry gate, its license plate is instantly recognized by the ALPR camera. If access for this license plate is active, the camera sends a signal to open the gate. If not, the gate will not open, and the system will send a notification message to the operator. Since the gate is controlled by reading license plates, vehicles can pass through without stopping at the gate (free-flow entry).




Streaming
Live Video




Built-in Real-Time
ALPR Engine



Vehicle Speed
Up to 50 mph




IP66 & IK10
Housing




ALL-IN-ONE ALPR CAMERA SYSTEM

IZA500G, UP TO 60 FT DISTANCE, ON EDGE PROCESSING ALPR SYSTEM


The IZA500G with processing-on-edge combines two sensors (OV and LPR), a quad core processor, and ALPR software in a single housing, delivering crystal clear images, automatically recognized license plate data, GPS coordinates, and streaming video.



Built-in Real Time
ALPR Engine



Two Cameras
CCTV and IR



Speed up to
120 mph

- **Two Cameras, CCTV and IR:** Streaming Live Video; delivers both overview video and infrared images of the vehicle and the license plate.
 - **Edge Processing ALPR Engine:** Less than ¼ of a second plate processing time. Processor and ALPR software inside the housing.
 - **Multiple Flash Technology with IR Illumination System:** Enables the camera to capture multiple plate images in all lighting and weather conditions.
 - **Anti-Glare Technology:** Eliminates headlight glare, providing legible plate images with high contrast.
 - **Motorized Auto Focus:** Easy deployment, seamless calibration, and improved ergonomics.
- The all-in-one IZA500G combines two sensors (IR and color), AI on-edge processing with NVIDIA JETSON NANO GPU, and ALPR software in a single unit, delivering crystal clear images, automatically recognized license plate data, GPS coordinates, and streaming video.

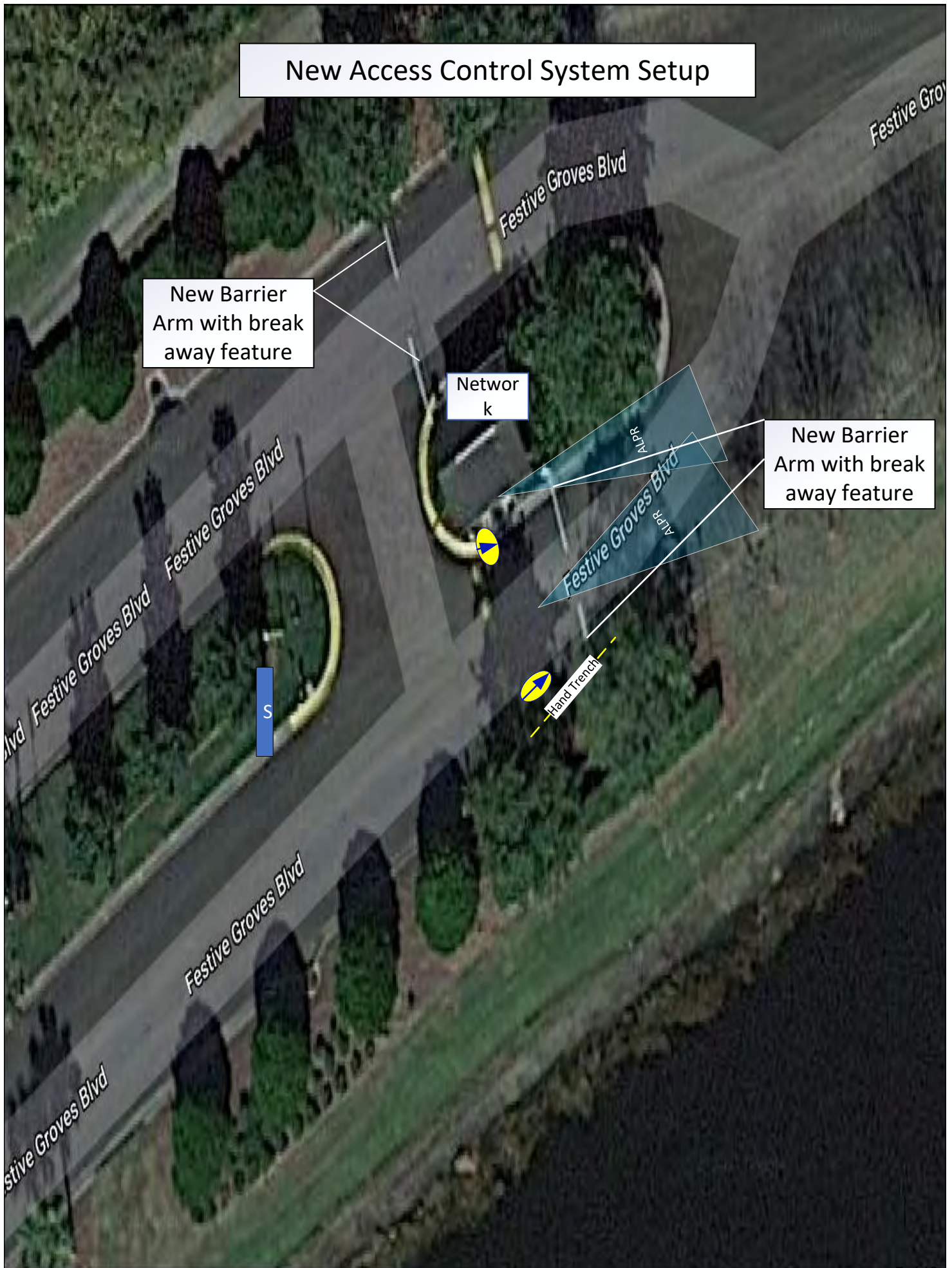
New Access Control System Setup

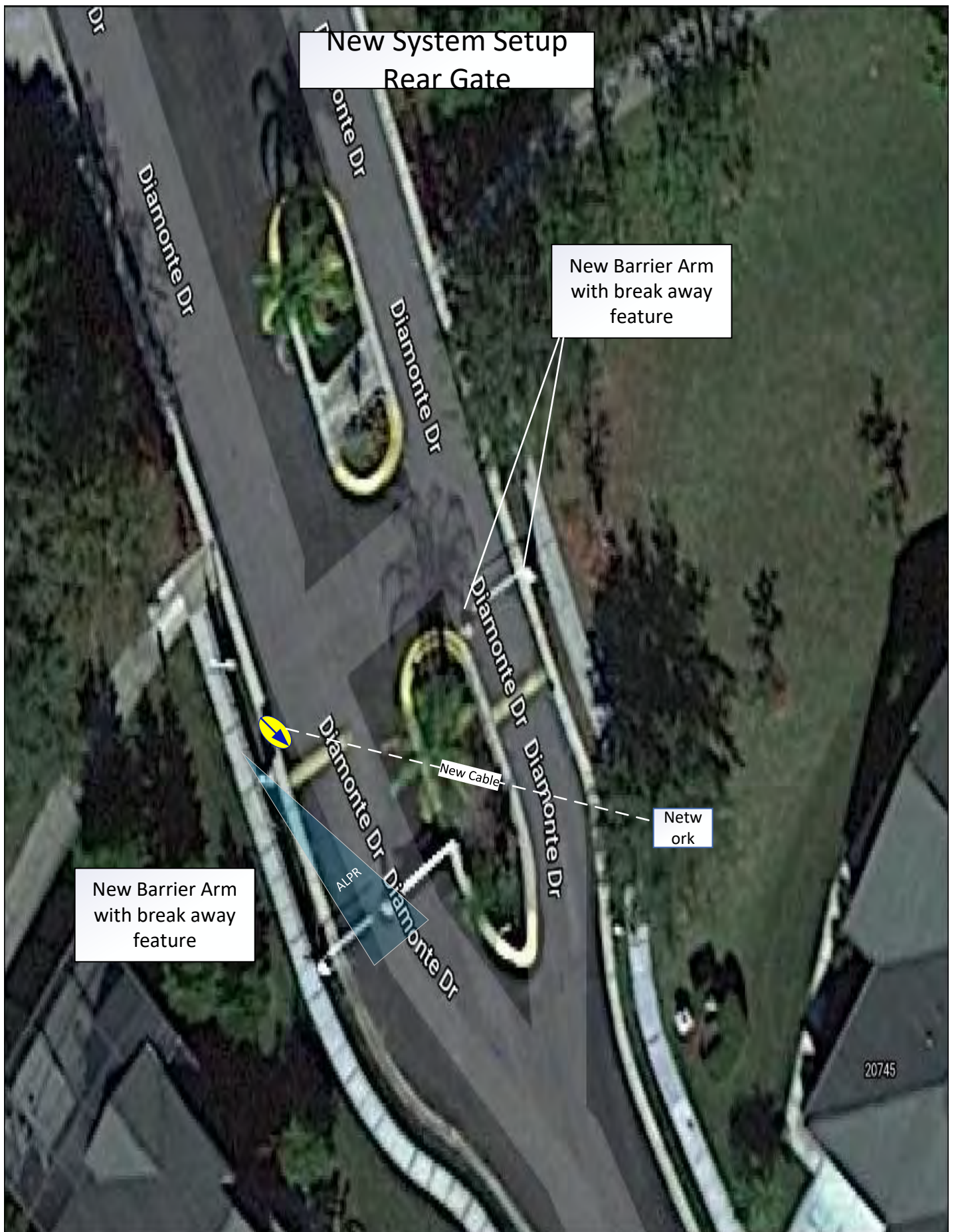
New Barrier Arm with break away feature

Network

New Barrier Arm with break away feature

Hand Trench







**The Groves CDD
Entry Security System Upgrades**

MAIN ENTRANCE RESIDENT / GUEST ACCESS

\$17,786.01

3	ALPR License Plate Entry System
3	Labor On Item
1	IZCLOUD Visitor Managment System
3	Labor on Item
1	Cat6 DB Cable 1000 Blk
1	18 4 DIRECT BURIAL 1000

BARRIER ARM GATES UPGARDE

\$31,662.96

6	Doorking Breakaway Barrier Arm Gate Operator
6	Aluminum LED Lit Barrier Arm-Installed
6	Breakaway Arm Kit-Installed

ORIGINAL EQUIPMENT / INSTALLATION COST

-\$49,448.97

\$0 up front cost for installation with TAMCO Shield® | Security Equipment As-A-Service
With Technology Obsolescence Protection

Project Summary

TOTAL: \$0.00

TAMCO Shield® | Security Equipment As-A-Service \$1,024 | Shield Payment for 60-Month Term

**Cloud based license plate access control system
\$1.00 per month, per home: Total\$729 monthly
(Services will be added to the current service contract)**

24-HOUR VIRTUAL SECURITY GUARD SERVICE OPTION

**Securiteam remote guard program. 7pm-7 am \$2,100 monthly.
Expanded hours 7 am-7pm 10% new contract discount. Total: \$6,588 monthly**

Total annual cost: \$104K with new 5-year service contract.

** Recurring service charges not included in the total install price.*



An Authorized TAMCO Shield, Technology As-A-Service Provider

Recommended Payment for The Groves Golf & Country Club

TAMCO Shield[®] | Security Equipment As-A-Service
With Technology Obsolescence Protection

\$1,024 | Shield Payment for 60-Month Term

Flexibility | Control | Peace of Mind | Protection

Why TAMCO Shield[®]

TAMCO Shield[®] is a monthly payment option to procure your security and related technology equipment as a service. Shield eliminates risks associated with owning technology equipment and adds value, protection, and flexibility not delivered anywhere else, with any other option.

TAMCO Shield[®] Includes:

- 1. **Solution Replacement Guarantee (SRG).**
When new technology becomes available or business needs change, your equipment can be replaced at any time during the contract term without penalty, hidden costs, or a rollover balance*
- 2. **Act of God Coverage.**
Be reimbursed for your out-of-pocket insurance deductible cost in the event of a natural disaster including hurricane, earthquake, flood, lightning, or tornado*.
- 3. **Flexible End-Of-Term Options.**
At the end of your Shield agreement, renew with SRG and Act of God Coverage or return the equipment.

Pricing and Payments shown above do not include applicable taxes. An advance payment equal to two monthly payments is required at contract execution. This quote expires after 60 days and is subject to change pending a formal credit review and scope of work analysis. In addition, the rates/payments provided above are based on like term treasury rates or swaps and any increase in such treasury rates or swaps will result in a corresponding change to the rates/payments provided herein. Ref#: 565236 | 2022-02-18
** SRG and "Act of God" Coverage are both guaranteed in writing. The specific details and requirements are stated in the agreement with the customer.*

Product Details



ALPR License Plate Entry System

ALPR global shutter sensor multi-flash technology NVIDIA R GPU processor onboard RoadView video analytics motorized zoom and auto-focus anti-glare technology wide temperature range IP67 ingress protection IK10 vandal-proof housing NDAA section 889 compliant ROADVIEW ALPR SOFTWARE on-board



IZCLOUD Visitor Managment System

By using vehicle license plates as a credential IZCloud , seamlessly controls vehicle flow through the entrance and exit gates for the employees, residents, visitors, and vendors. Vehicle information is stored in INEX's cloud-based IZCloud Access Software, which communicates with ALPR cameras installed at the entrances and exits. As a vehicle approaches an entry gate, its license plate is instantly recognized by the ALPR camera. If access for this license plate is active, the camera sends a signal to open the gate. If not, the gate will not open, and the system will send a notification message to the operator. Since the gate is controlled by reading license plates, vehicles can pass through without stopping at the gate (free-flow entry)

Cat6 DB Cable 1000 Blk

Cat6 DB Cable 1000 Blk



Doorking Breakaway Barrier Arm Gate Operator

The Model 1601 is for high usage single-lane vehicular traffic control. Typical applications include commercial, industrial, gated communities and apartment complexes. A quick 2.5 second rotation opening time, along with rugged construction and multiple optional features make this 1601 a versatile answer to many parking control problems. The 1601 is available in white or gun metal gray finish.



Aluminum LED Lit Barrier Arm-Installed

14ft Barrier Arm

Breakaway Arm Kit-Installed

The Model 1601 is for high usage single-lane vehicular traffic control. Typical applications include commercial, industrial, gated communities and apartment complexes. A quick 2.5 second rotation opening time, along with rugged construction and multiple optional features make this 1601 a versatile answer to many parking control problems. The 1601 is available in white or gun metal gray finish.

Terms, Scope, & Acceptance

Your satisfaction is important to us, and we plan to exceed your expectations!
This proposal is a complete package, including design, wiring, equipment, installation.

All equipment is warranted by the manufacturers. We guarantee all installation work to be free of defects for a period of one year from installation date. If service is required, we will be happy to provide you with excellent service for your system.

Customer must maintain sufficient insurance to cover property damages or bodily injury for Customer and any of its licensees, invitees or others who are not such licensees, contractors, employees, agents or invitees of Securiteam, Inc. Customer agrees that recovery from Securiteam for any property damage or bodily injury shall be offset by payment from such insurance.

Prices contained in this proposal are valid for 30 days. Any changes to this proposal will be submitted in writing for approval.

To be supplied by others to Securiteam's specifications:

- Municipal permit fees (if applicable)
- A/C power & electrical conduit
- Applicable internet or telephone communications services
- 50% down and balance upon substantial completion

Accepted by

Date

Securiteam

I accept this proposal and authorize the work to be done and accept responsibility for payments due. _____

Tab 4



QUOTE #:
03955

Country of Origin: United States of America

To: Gregory Cox
GCox@rizzetta.com
12750 Citrus Park Lane, Suite 115
Tampa, Florida 33625
Phone: 813.933.5571

Project: Land O Lakes Clubhouse
7924 Melogold Cir, Land O' Lakes, FL 34637

COMMERCIAL ACOUSTICS
6122 Benjamin Road
Tampa, FL 33634
904.710.8351 Cell
888.815.9691 Office

QUOTE DATE	SHIPPED VIA	TERMS
2/15/2022	DELIVERED TO SITE	50% DOWN/NET 30

QTY ORDERED	TYPE	DESCRIPTION	COST PER UNIT	TOTAL
16	Acoustical Panels	6 pcf, NRC 1.05, All Beveled <ul style="list-style-type: none">QTY 12 – Ceiling Mounted Panels<ul style="list-style-type: none">Whisper White2'x4'x2"QTY 4 – Wall Mounted Panels<ul style="list-style-type: none">FR701 Aquamarine18"x16"x2"	LS	\$2,196.00
	Installation	Acoustic Panel Installation – Wall & Ceiling Mounted up to 9' All Materials and Hardware Included, Installed per Layout Below		\$2,099.20
	Sales Tax			\$164.70
	Total			\$4,459.90



Terms of Proposal:

1. Quote valid for 30 days
2. 50% Down Payment due prior to installation. Payment is due 30 days from installation of material. A service charge of 1.5% per month (18% per year) will apply to all delinquent invoices.
3. 3-4 week lead-time. Lead time may vary by 1-2 weeks in extreme cases.
4. A 1 year limited warranty applies to all material. Material warranty limited to price of Commercial Acoustics materials included.
5. Installation Details:
 - a. A Hard Date for initial mobilization shall be set in writing no less than 2 weeks in advance of mobilization for installation. Scheduling notification shall be provided via email to client. Client certifies at this time that the site is ready to receive the system installation. If the site is not ready upon arrival, the client may be subject to a rescheduling fee. Installation days cannot be confirmed until the area(s) is/are prepared and ready to receive the components or system. If man hours are lost due to lack of preparation, Commercial Acoustics will require a change order to accommodate for lost time.
 - b. Go-Backs, Punch Lists, or Change Order items shall require a minimum 72-hour notification, in writing
 - c. Installation duration is an estimate only, and is heavily dependent on site conditions. No authority to reduce scope of work by supplementing with external labor shall be granted, without prior written approval by Commercial Acoustics.
 - d. Room will be clear and broom-clean prior to arrival. Finish products shall not be exposed to areas that are not sufficiently clean and dust-free.
 - e. Assumes permits and inspections are complete prior to installation team arrival
 - f. Product will be installed per installation instructions provided. Instructions shall be requested by Contractor in advance of installation team arrival, if needed.
 - g. If ceiling installation, assumes that ceiling is constructed of gypsum or corrugated metal. If Client or Contractor is aware of deficient ceiling substrate or material, Client or Contractor shall disclose this known deficiency
 - h. If after-hours or over-night installation is required, this will be subject to a \$500/day after-hours fee.
 - i. If applicable, the client shall approve a completed first piece prior to commencement of installation. This shall serve as the basis of future quality standard throughout the rest of the project
 - j. If no layout is provided by client, best practices shall be utilized to ensure equal spacing between panels and components. All obstructions, protrusions, cut outs, etc. must be absent or brought to our attention prior to installation of acoustic panels. Custom-cutting panels around unexpected or undocumented obstructions greatly increases the installation time, and will incur a Change Order fee
6. Acoustic Panels:
 - a. Includes Guilford of Maine acoustically-transparent fabric. Contact salesperson for fabric swatches or additional fabric options
 - b. First Piece Panels off production line available for client approval prior to delivery
7. If sales tax exempt, the purchaser must have a valid Sales Tax Certificate on file with Commercial Acoustics at time of order. Payment of local and state taxes are not included in this quote if outside of the states of FL and LA, and are the responsibility of the purchaser. All credit terms for Net 30 accounts are subject to approval prior to the order being released into production.
8. This quote includes General Liability coverage of \$2,000,000 and Workers Compensation coverage of \$1,000,000. Does not include Waivers of Subrogation (WoS), Additional Insured (AI), or Primary Non-Contributory (PNC) endorsements. Additional insurance requirements, endorsements or waivers may require an additional fee. If a sample Certificate of Insurance (COI) is available, please provide during the bidding process.
9. Custom made products such as acoustic fabric panels are made to specifications and are not subject to return under any conditions.
10. Price in proposal assumes no retainage in contract. If retainage is required, additional financing fees may be incurred.
11. If this Proposal is adopted as a portion of a Subcontract or Scope of Work, these Terms & Conditions shall not be over-ridden or superseded by the Terms & Conditions of the Subcontract, and shall remain wholly
12. Client shall have representative on-site with authority to approve final quality of installation on last day of installation, and at completion of regular intervals of the installation. If no representative is available, or the representative does not have sufficient authority to approve or reject the installation, a Go-Back or Change Order may be submitted to client if additional mobilization is required.
13. CONTRACTOR agrees to refrain from any and all interference in the progress of SUBCONTRACTOR's performance of the work. CONTRACTOR shall be liable to SUBCONTRACTOR for any and all damages, expenses and losses incurred as a result of such delay, including any liquidated damages ("LDs") assessed against SUBCONTRACTOR, all incidental and consequential damages, and costs for continued Project supervision, job overhead, insurance, Project facilities and other costs

Prepared By: Walker Peek
Walker Peek

Contact Information:
Walker Peek
Commercial Acoustics
walker@commercial-acoustics.com
904-710-8351

Signature of Authorization: _____ Date: _____

Tab 5



State of Florida Pool Contractor, License # CPC1457968

Custom Proposal Prepared For

The Groves CDD

By
Tim Shanley
The Pool Works of Florida
March 18, 2022



Commercial Pool Construction, Renovation & Innovation

The Pool Works of Florida, Inc.
9191 130th Avenue North | Largo, FL 33773
Phone 727.938.8389 | Fax 727.938.5594 | www.thepoolworks.com



State of Florida Pool Contractor, License # CPC1457968

Company Profile

The Pool Works is a fully licensed and insured specializing in commercial pool construction, renovation and innovation. We've been in business since 1996. Donald Ball Sr., President & CEO is the State of Florida License holder for the company and has been in the industry since 1986. Our Company has a commitment to quality with every project and we are extremely proud of our reputation. A list of completed projects has been included with your proposal for your review. There are a number of quality companies in our area that we enjoy competing with every day. Unfortunately, there are an equal number of undesirable companies as well.

The Pool Works is one of the industry's finest pool renovation specialists. We continue to be recognized for our quality craftsmanship and design specialties. Customers choose us when they want a partner that offers excellence in quality workmanship, utilizing the best materials available. Our team is staffed with the top consultative experts, tradesmen and support staff, ensuring that your project is safe and professional from start to finish.



Construction | Renovation | Repairs & Service | Pool Furniture

The following resources are available to verify licensing and business practices.

Better Business Bureau



www.bbbwestflorida.org
727-535-5522

Pinellas County Construction Licensing Board



www.pcclb.com
727-536-4720

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PROPOSAL

Submitted To: The Groves CDD

Date: March 18, 2022

Work to be performed at: 7924 Melegold Circle | Land O'Lakes, FL 34639

Point of Contact: Greg Cox 813-933-5571 | gcox@rizzetta.com |

Shawn Piccolo, Ops Manager | 813.995.2832 x 1 | spiccolo@rizzetta.com

We hereby submit specifications and estimates for renovations of a swimming pool. We agree to furnish materials and labor to complete renovation. All work to be completed in compliance with attached specifications.

POOL AND SPA REPAIRS

- Install two new CES precision control MR2 chemical controllers, one for the pool and one for the spa.
- Install four new chemical Stenner pumps two for the pool and two for the spa. These pumps are the ones specked by The Groves Engineering company. Pumps will take 1-3 days from time of order to be brought in, these models of pumps are not stocked.
- Install all new tubing too provided chemical tanks.
Note: The groves pool service company to fill the chlorine and acid tanks, 100% chlorine in tanks and 50% acid to 50% water for PH.
- Cut and cap off pipes going to pool salt system as needed, existing plumbing to salt restricts flow to the pool.
- Install 80 new 19" round pool filter grids as needed, clean out bottom filter tank and attempt to back flush the tank drain pipe to see if clogged pool service says they can't drain filter tank all the way to clean filters. Could be a bad valve TBD.
- Install up to 15 broken gutter grate covers which existing ones are cracked and completely broken.
- Install two non-skid 6x6 no diving pool tiles, existing are cracked.
- Install two-part putty in areas behind the water line tiles were meeting the gutter finish as needed.
- Remove pavers around spa skimmer and remove existing skimmer extension collar and install new collar and reinstall paver level with new collar and install new skimmer cover.
- Remove existing spa salt system and cap of piping and install 1-new 0-60 psi gauge as needed.

Note: MR2'S come with 5-year factory electronics warranty and comes with factory set up and training for your pool service company onsite.

PROPOSAL TOTAL \$11,764.00

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ACCEPTANCE OF CONTRACT TERMS AND CONDITIONS

Submitted To: The Groves CDD

Date: March 18, 2022

1. Payment schedule as follows:

100% due within 7 days of completion \$ 11,764.00

2. Balance to be paid in full upon satisfactory completion of work.

3. Unpaid balance will incur service charges to the maximum extent allowable by law, as well as, any cost (s) of collections and attorney fees. Any and all disputes that arise during or after execution of this contract will be settled solely by the FSPA binding arbitration process.

Failure to make timely progress payments could result in delays of the project.

4. Any alterations or deviation from the enclosed specifications involving extra costs will only be executed upon written order and will become an extra charge over and above this contract.

5. PRICING GOOD FOR 30 DAYS UNLESS SIGNED AND ACCEPTED.

6. Projects won't begin without a deposit received 60 days prior to the start date.

All work to be in compliance with the Florida Building Code and the County Health Department.

ACCEPTANCE

The prices, specification, terms and conditions contained in this bid package are hereby accepted. We authorize the renovation project to be done.

Signature Gregory B. Cox District Manager Date 3/21/22

Signature Chairman Bill Boutin Additionally Approves Date 3/21/22



State of Florida Pool Contractor, License # CPC1457968



commercial construction

For nearly two decades we have developed a commercial portfolio with a wide range of solutions for new construction projects. We partner with manufacturers that share the same philosophy of supplying the best product and standing behind it.

Pools, Spas, Decks, Filtration Systems, Heating Solutions, Pavers, Splash Pads, Water Features, Custom-Cast Coping, Equipment Paks

renovation

With a full line of renovation services, we'll review the status of your commercial environment and explore the options. Whether a simple renovation or scalable upgrades, we'll discuss changes to ensure compliance according to the Florida Administrative Codes.

- Pool & Spa Resurfacing, Equipment Upgrades, Tile Replacement
- Ladders, Handrails, Main Drain Grates Pavers, Equipment Paks
- Deck Resurfacing, Paver Installations
- Custom-Cast Coping, Water Features, Splash Pads
- Heating Solutions, Salt Chlorination Systems
- LED Lighting Solutions, Health Department Code Upgrades

pool & spa finishes

With nearly twenty years of hands on industry experience, we can say that we work with the best manufacturer of commercial pool and spa finishes. We have been a partner with CL Industries for nearly 17 years. Their finishes come with a 10 year warranty, however due to our expertise they allow us to offer an exclusive Extended 10 Year Warranty.



Hydrazzo Pool & Spa Finishes

repairs

The Pool Works has experienced teams prepared to address a wide range of challenges that may occur throughout the life of your commercial environment.

- Pool & Spa Pumps, Equipment Paks
- Heaters (Electric, Natural Gas, Propane, Solar)
- Filtration Systems, Salt Systems, Chlorinators, Plumbing, Leak Detection & Repair, Stain Removal, Pool & Spa Lighting, Pressure Testing inspections, Tile, Coping, Pavers, Deck Surfaces
- Repairs as a result of a Health Department Inspection

service

Pools and Spas are complex and technical structures. If you add in the moving water, chemicals and swimmers using the facilities it takes its toll. A well planned maintenance program and procedures will extend the life of your pool, spa and deck.

- Pool, Spa, Equipment, Deck Evaluations, Equipment Maintenance
- Restoring Proper Paver Elevations, Deck Repair and Sealing, Coping and Tile Repair
- Paver Cleaning and Sealing, Health Department Inspection Report Review, Consultation Services

energy efficient solutions

We offer award winning products by industry innovators and leaders that are energy efficient, eco-friendly – saving you a lot of money.

- **Variable Speed Pumps** Save up to 90%
- **LED Pool & Spa Lighting** reduces energy consumption up to 89%
- **Heating** - Air Source Heat Pumps can save you up to 75%
- **Salt Systems** save you 75-80% over standard chlorine solutions



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We'll match a competitor's price on any exact project scope.



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Commercial Pool Furniture

Servicing Greater Tampa Bay's Commercial Properties



The Pool Works is your one-stop resource for commercial pool furniture. We represent the leading American manufacturers in the industry. This brings diversity in design and style, while delivering on quality and performance.

Whether you are looking for something simple or resort-style elements, we have it all. Our prices can't be beat...let us quote your next project!

Commercial Pool Furniture and Umbrellas

We are proud to represent the leading manufacturers of commercial pool furniture in the industry. Our pricing is so competitive, we aren't allowed to advertise it. Contact us for a quote or request an On-Site Consultation and experience incredible savings versus retail shopping!

Call Dawn Shanley 727.938.8389

Email Requests: dshanley@thepoolworks.com



Furniture Refurbishment Services

If your frames are still in great shape and it's simply time to re-strap, re-sling or replace cushions... We can refurbish any manufacturers chairs, chaise, ottomans and tables with a great selection of powder coating colors, fabrics and vinyl. We deliver, unpack, assemble & set up.

- Re-Sling
- Re-Strap
- Powder Coat
- Replacement Cushions

Set up an appointment at our place or yours.



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Tab 6

03/21/2022

Ship To:

The Groves
7924 Melogold Cir
Land O Lakes FL 34637-7509
United States
(813) 996-0161

		Delivery Method	Expires*
		White Glove, Red Carpet Delivery	05/07/2022
Location	Sales Rep	Sales Rep 2	
Tampa Showroom	Barbara Ann Estok		

Quantity	Item	Options	Each	Amount
10	Sling Chaise Lounge with Arms, Adjustable Back, Stackable	 Dupione Poolside Sling Fabric	\$399.99	\$3,999.90

Thank you for the opportunity to earn your business! Estimated Dates Subject to Change.

Subtotal	\$3,999.90
Tax (0%)	\$0.00
Shipping Cost	\$219.99
Total	\$4,219.89

- This is a quote, and may require more information for actual sale.
- Quotes given during a sale expire at the end of the sale period. All other quotes expire 10 days from issue.
- Sales Tax is quoted on the fulfillment location. If the fulfillment location changes sales tax may change. The customer is liable for all Sales Tax on the final transaction.
- Price increases happen from time to time. If a manufacturer increases prices the quote is void.



QTAM1730

Tab 7



The Groves CDD Aquatics

Kevin Riemensperger
3/23/2022 9:22 AM

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



Site: 21



Comments:
There are scattered amounts of Duckweed here, though the majority of the waterway is clear. A proposal to remove grasses along the edge closest to pond 1 has been submitted.



Site: 20



Comments:
The majority of the waterway is completely clear. Lily coverage near the maintenance shed is being kept from becoming too dense.

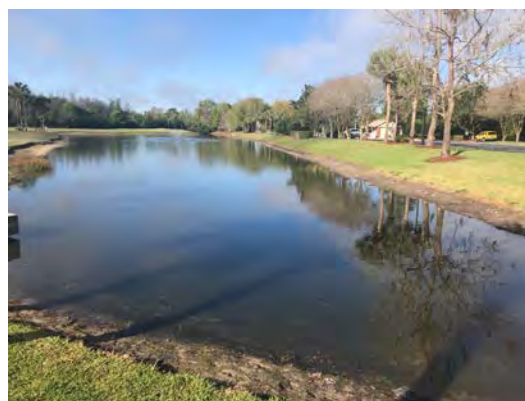


Site: 17



The water level here is extremely low, exposing large portions of the pond bed. Despite this, there is no nuisance vegetation in these areas, and the pond is in excellent condition, free of significant algal activity.

Site: 1



Comments:

Excellent condition. Routine maintenance and monitoring will continue.

Site: 2



2A - Excellent condition. Routine maintenance and monitoring will continue.

Site: 3



3A - There are scattered pockets of dissolving organic material on some locations along the bank. Nuisance grass was previously treated for and will be followed up on in the next visitation.

Site: 3



3B - Great health. There are abundant water lilies and beneficial Duckpotato plants. Grasses are being managed per visitation.



Site: 2



2B - Spatterdock lily coverage here is sparse, not dominating the waterway. The exposed bank is clean, and the water is devoid of algal activity.



Site: 22



This section of the waterway is being managed for nuisance grasses. Mostly dominated by Lilies, grasses are slowly being reduced through routine maintenance.

Site: 7



A large cutback has been performed here, on the upper bank, exposing more of the waterway. No algae noted. Spatterdock coverage here is healthy.



Management Summary

Late March continues to heat up, with most daily temperatures having approached the mid 80's. Periods of high sunshine with no cloud cover and a lack of significant rains are contribution to sporadic, seasonal algae blooms, which re normal for this time of the year. Treatments continue to dispel them as they establish, and preventative measures are taken at this time of year in waterways which feature either no algal activity, or the beginnings of a bloom. As the seasonal rains return, we will hopefully see a decrease in algal production, and an increase in their rate of decomposition once treated.

At the time of this inspection, many ponds are in excellent shape. No algal blooms were noted during the course of this inspection, with nuisance grasses being more prevalent. Most only require light touch ups to address regrowth among previously treated grasses. Regular maintenance will help to abate these issues.

Recommendations / Action Items

Continue to treat/pretreat for algae growth.

Target emergent/submergent nuisance grass species along exposed areas.

Monitor shorelines for debris items.

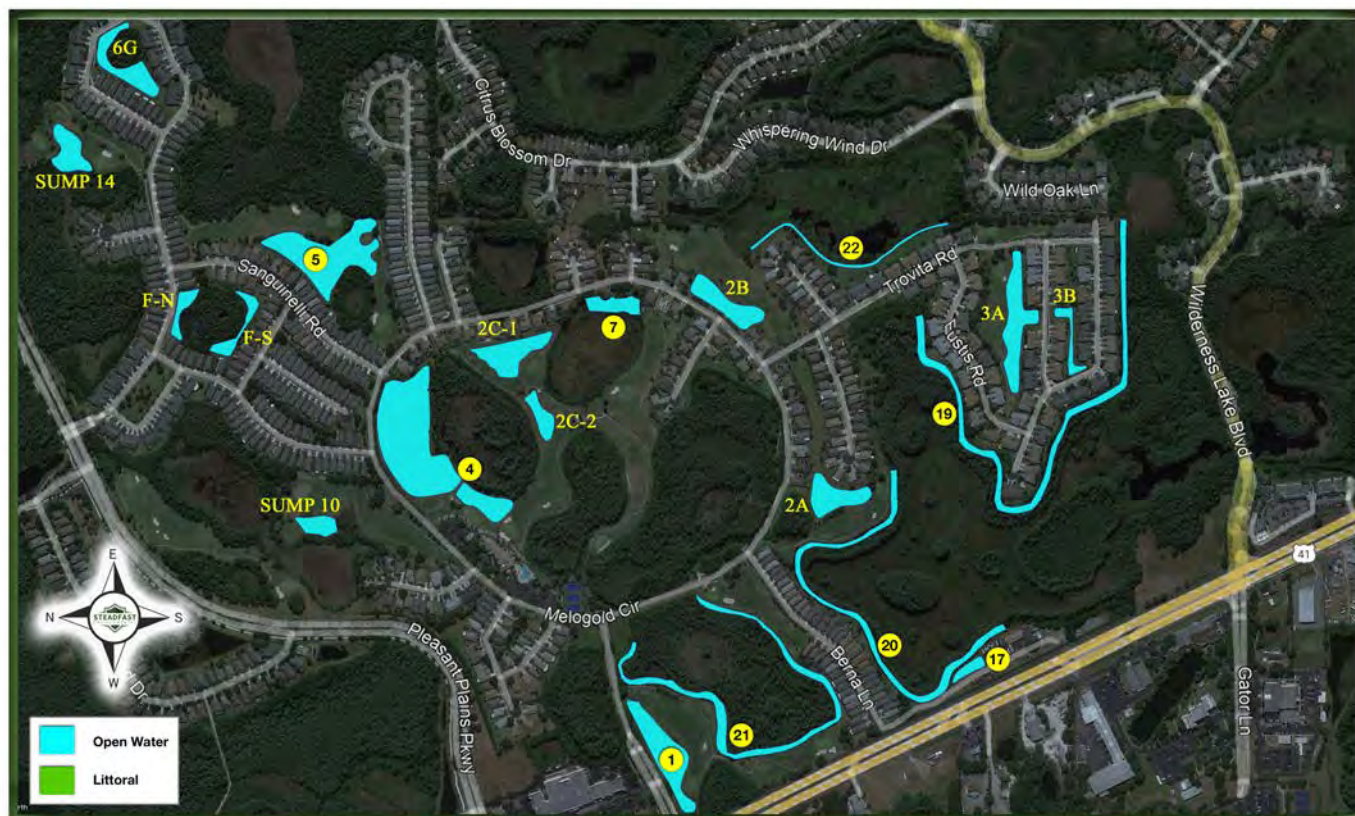
Thank you for choosing Steadfast Environmental!



THE GROVES CDD

Festive Groves Blvd, Land O' Lakes

Gate Code:



Steadfast Environmental, LLC

30435 Commerce Drive Suite 102

San Antonio, FL 33576

813-836-7940 | office@SteadfastAlliance.com

Tab 8

A map detailing the rim ditches as I was able to identify them throughout the community. They have been given numbers to reflect either the ditch they already exist on, or what the proposed number would be after the conclusion of any work ordained, and its addition to the maintenance contract via routine treatment.

The yellow areas are already accessible, and though they are full of vegetation, they can begin to be sprayed. Routine treatment of these areas would result in all soft vegetation dying, leaving behind woody vegetation. An approximation of what that would look like has been provided (please see photos). Removal of the woody vegetation here could then be provided via a cleanout, similar to that which has previously been done on rim ditch 21 (reference also provided).

The red areas are thick with overgrowth. They are largely inaccessible, and in order to be added to the maintenance contract, would first require an intensive and costly cutback, followed by a cleanout of the ditch.

The purple area was discussed previously and thought to be blocked, though on further investigation, no drainage issue was noted here, as the area was clear of vegetation within the ditch.

Blue areas do not present a drainage issue.

The ditch extending from Treatment area 7 is a special case. Even though from the shore in some locations the ditch is completely blocked from access, the waterway behind it was found to have no major drainage issues; being very deep and full of only lilies. This is probably because it backs up to a healthy wetland, likely having existed for 50+ years, has experienced no major disturbance event since this time, and appears to have achieved ecological equilibrium.

Please let me know if this is satisfactory. Please note that not all areas denoted on this map are currently within the scope of the maintenance contract, only those highlighted in blue.



Best,

Kevin Riemensperger | Account Manager

Steadfast Environmental, LLC

Cell: (352) 424-8103

Office: (844) 347-0702

30349 Commerce Drive | San Antonio, FL | 33576

<http://www.steadfastenv.com/>

Tab 9



March Monthly Manager's Report

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

Email: admin@thegrovescdd.com

Operations Manager: Shawn Piccolo

Clubhouse Operations/Maintenance Updates

- Initiated dog park maintenance by staff.
- Performed conservation wood bridge maintenance by replacing the boards.
- Tree trimming, tree removal and stump grinding completed in dog park.
- Dog park stump grinding mulch moved from tree cuts to other CDD property.
- Staff shirts received and distributed.
- Annual fire and safety inspection and services completed by Protegis Fire.
- Tennis screens replaced at tennis court.
- Fence on Tangor repaired.
- Removed signage from back gate.
- Gathering estimates for re-strapping vs purchasing pool lounge chairs.
- Pool Health Inspection conducted resulting in temporary spa closure.
- Billing completed for 2nd quarter RV park, new keys to be issued to RV owners
- Projecting acquisition of eye wash station for maintenance shed.

Projected Projects

- Martin Aquatic Design pool renovation still in early stages of planning.
- Immediate pool repairs quote received from Pool Works – Health Inspection.
- Lanai project in process.
- Exploring options for water sub-meter for the restaurant.
- Dog park project in process. Receiving updates from Saraha Langley.
- The Groves front entrance drainage / erosion repair in process.
- Pool lighting inspection scheduled for night swimming certification.



Rizzetta & Company

- Drain lines in dog park and near pump house being assessed.

Vendor That Made a Site Visit or Performed a Service

- Steadfast – Rim ditch review with Chairman, District Manager, Ops Manager.
- Survey completed for pool renovation project.
- Central Pest Control conducted annual pest control in clubhouse and restaurant.
- Stutzman Brothers – dog park tree trimming and removal.

Equipment Safety Checks

- Fire extinguishers inspected and service as required.
- Fire Inspection completed.

Facilities Usage

- Golf tournament - Breast Cancer
- Voter registration
- Stroke prevention seminar
- Facility usage workshop
- Securiteam training

Upcoming Events

- St. Jude's golf tournament
- Knights of Columbus golf tournament
- Camp Idelwild golf tournament
- Fellowship Christian Assoc. golf tournament
- AARP smart driving class
- Bocce Club luncheon
- Groves Women's golf tournament

Board of Supervisor's Requests & Updates

- Golf shoe cleaner needed for entrance to lanai.
- Hot water heater for maintenance shed.
- Sliding doors outside lanai
- Dog park project review by Board of Supervisors (POC Sara Langley)

Resident Requests

- Pool treatment for algae.
- Dog waste station on Trovita and at dog park.
- Pool furniture repair / purchase.
- 21048 Tangor tree removal and sod install status.
- Change signage at back gate to route visitors/ vendors to front gate.
- Status of rim ditch maintenance behind Eustis.



Rizzetta & Company

Tab 10



Rizzetta & Company

UPCOMING DATES TO REMEMBER

- **Next Meeting:** May 3, 2022
- **FY 2020-2021 Audit Completion Deadline:** June 30, 2022
- **Next General Election (Seats 1,2,3):** November 2022
- **Proposed Budget Presentation:** May 3, 2022
- **Final Budget Meeting:** July 5, 2022

District Manager's Report

April 5, 2022

2022

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<u>FINANCIAL SUMMARY</u>		<u>12/30/2021</u>
General Fund Cash & Investment Balance:		\$1,661,770
Reserve Fund Cash & Investment Balance:		\$1,785,581
Debt Service Fund Investment Balance:		<u>\$208,755</u>
Total Cash and Investment Balances:		\$3,656,106
General Fund Expense Variance:	(\$11,940)	Over Budget
Reserve Fund Expense Variance:	<u>\$206,640</u>	Under Budget
Total General and Reserve Fund Variance:		\$194,700 Under Budget

Tab 11

Project/Maintenance Management The Groves

Green = Completed Project / Task

Task	Priority	Status	Start	Estimate Completion	% Complete	Lead	Notes
Clubhouse Facilities							
Water Meter Permit	Normal	Completed	Nov 2021	Apr 2022	100%	OM	Meter not authorized. Set rate approved for B9B.
Clubhouse Music System	Low	In Progress	Nov 2021	Apr 2022	0%	OM	Throughout Clubhouse
Clubhouse Drainage	Normal	Completed	Nov 2021	Apr 2022	100%	OM/DE	Flooding near back entrances. Proposal Approved.
Get More Speakers for Stage	Normal	Pending	Mar 2022	Apr 2022	5%	OM	Staff reviewing options
Smoking Room Enclosure	Normal	Pending	May 2022	TBD	5%	OM/ Mr. Allison	Proposal obtained to enclose with glass sliding windows. \$19K
Pool							
Pool/Spa RFP	High	In Progress	NA	July 2022	15%	DM/DC/ Martin Aquatic	Martin Aquatic Design to develop Scope of Work
Pool/Spa Renovation	High	In Progress	NA	July 2023	35%	Martin Aquatic	Survey Complete. Martin Aquatics now evaluating the survey.
Pool Night Swimming Certification Validation	High	In Progress	Jan 2022	May 2022	5%	DE/DM	Survey 3/30/22. Night swimming halted.
Pool Pavers Reset	Normal	On-going	Mar 2021	On-going	20%	OM/Maint	Maint. Team Inspecting and Fixing
Pool Furniture Purchase	Normal	In Progress	Nov 2021	Mar 2022	75%	OM	10 Lounge Chairs approved for purchase
New Storage Shed for Pool	Normal	Pending	Mar 2022	Apr 2022	50%	OM	Old one out. New one in progress

Restaurant							
Lanai Remodel/Enclosure	High	In Progress	Oct 2021	July 2022	25%	OM/ Mr. Allison	Permits obtained. Add HVAC + Electrical
Cabana Remodel	High	Unknown	Mar 2021	TBD	0%	OM/DE	Request to determine if water distribution can be added
Restaurant Back Doors	Normal	Pending	Feb 2022	TBD	5%	OM/ Mr. Allison	Yehova estimate \$10,218 to replace
Restaurant ADA Restroom Door Closure	Normal	Pending	Feb 2022	TBD	5%	OM/ Mr. Allison	Est. Cost \$2,500 if Maintenance Installs
Beverage Golf Cart	Normal	In Progress	Mar 2021	Apr 2022	50%	B9B	HOA Letter Rejects License Expansion
Amend Restaurant Agreement to add Standing Utility Rate	Normal	In Progress	Mar 2022	Apr 2022	75%	Staff / DC	\$300 rate per month agreed to. Inventory to be re-done.
Irrigation Renovation							
Irrigation System Split Study	High	In Progress	Nov 2021	July 2022	10%	OM/DE	Ballenger Irrigation hired to conduct analysis
Stormwater, Ponds, Rim Ditches							
Rim Ditch Clearing and Maintenance Agreement Needing Update	Normal	In Progress	Mar 2022	May 2022	90%	OM	Proposals Received from Steadman.
Stormwater Facilities Report	Normal	In Progress	Dec 2022	Apr 2022	75%	DE	District Engineer preparing.
Policies							
Policy for Vegetation Trimming on CDD Property	Normal	In Progress	Nov 2021	May 2022	25%	DM/DC	Mr. Cox to draft and present to the Board
Research Signage for Gambling Prohibition	Normal	Pending	Mar 2022	Apr 2022	20%	OM	Draft being worked on with DC

Set Up Workshop for Facilities Use Policy	Normal	In Progress	Mar 2022	Apr 2022	75%	Staff/ DC	Workshop Complete, Policies under development
Golf Maint Facility							
Golf Maint Bldg Repairs	Normal	In Progress	Nov 2021	May 2022	25%	OM/Maint	Restroom work. Work plan being developed by maintenance team.
Cameras (Back Areas)	Normal	In Progress	Nov 2021	Apr 2022	0%	OM/Maint	Cameras in place being evaluated
Community Maintenance							
Flooding at Entrance	Normal	In Progress	Nov 2021	Apr 2022	10%	OM/DE	Possible assist from Clearwater Gas
The Groves Rock Display	Low	In Progress	Nov 2021	Apr 2022	15%	OM/DE	Working with Golf Course Maintenance
Fencing Repairs	Normal	Completed	Mar 2021	Apr 2022	On-going	OM/Maint	On-going Maint. Inspect and Fix
The Groves Rock Display	Low	In Progress	Nov 2021	Apr 2022	5%	OM/ Mr. Allison	Working with Golf Course Maintenance
Dog Park							
Dog Park Drainage	Normal	Completed	Mar 2022	Apr 2022	100%	OM/Maint	Drainage cleared. Removal not required.
Dog Park Water Supply	Normal	Completed	Mar 2022	Apr 2022	100%	OM/Maint	No potable source reasonably available. Staff will manually maintain.
Dog Park Trees	Normal	Completed	Mar 2022	Apr 2022	100%	OM/Maint	Trees lifted, Pine Trees Removed
Dog Park Hydrant	Normal	Completed	Mar 2022	Apr 2022	100%	OM/Maint	Hydrant Moved and Painted.

Dog Park Sod	Normal	In Progress	Mar 2022	Apr 2022	25%	OM/Maint	Obtaining quote from Yellowstone
Maintenance Vehicles							
Acquistion of new Kubota for Maintenance Use	Normal	In Progress	Mar 2022	May 2022	15%	Staff/ Mr. Boutin	In progress -Chairman looking at options
HOA Related							
New Shed Approved for HOA Placing on CDD Property	Normal	In Progress	Mar 2022	Apr 2022	20%	Staff/ DE	Tuff Shed ordered. Slab Est. Obtained
Resident Requests							
Fix Bright Lights at Entrance	Normal	Complete	Mar 2022	Mar 2022	100%	Staff	Staff has Fixed the Issue
Research Tanger Way Flooding of Lanais	Normal	Pending	Mar 2022	Apr 2022	30%	OM/DE	Direction to have residents resolve with sump pump
Social Club Activities							
Estimate Picnic Tables w/umbrellas for Shuffle B.	Normal	Pending	Mar 2022	Apr 2022	0%	OM	Obtaining Quote
Security							
FHP to Put Ticketing Data back on Invoices	Normal	Complete	Mar 2022	Mar 2022	100%	Staff	Request submitted to Steve Gaskins
Amenity Staff							
Monthly meeting with all players using Clubhouse facilities	Normal	Pending	Mar 2022	Apr 2022	0%	OM	Planning for CDD/HOA/Golf/Restaurant
CDD Email Blast Capability	Normal	Pending	Mar 2022	Apr 2022	0%	OM	More information required- assessment

Contracts							
Bid Out CFC Fire Extinguisher/ Monitoring Service	Normal	Pending	Mar 2022	May 2022	0%	OM/DM	Staff to evaluate CFC closer
Verify Holiday Decorations by July 2022	Normal	Pending	Mar 2022	Jul 2022	0%	OM	
Accounting/ Finances							
Review and Fix CFC Invoices	Normal	Pending	Mar 2022	Apr 2022	0%	DM	Under Review
Review and Fix Spectrum Invoices	Normal	Pending	Mar 2022	Apr 2022	0%	DM	Under Review

Tab 12

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, March 1, 2022, at 10:03 a.m., at The Groves Civic Center, located at 7924 Melogold Circle, Land O' Lakes, FL 33637.

Present and constituting a quorum:

Bill Boutin	Board Supervisor, Chairman
Richard Loar	Board Supervisor, Vice Chairman (via conference call)
Jimmy Allison	Board Supervisor, Assistant Secretary
Christina Cunningham	Board Supervisor, Assistant Secretary
James Nearey	Board Supervisor, Assistant Secretary

Also present were:

Gregory Cox	District Manager, Rizzetta & Co, Inc.
Jennifer Goldyn	District Manager, Rizzetta & Co, Inc.
Dana Collier	District Counsel, Straley, Robin & Vericker
Shawn Piccolo	Interim Operations Manager
Stephen Brletic	District Engineer, JMT
Gregg Gruhl	Amenity Services Manager, Rizzetta & Co, Inc.

Audience Members **Present**

FIRST ORDER OF BUSINESS

Call to Order

Mr. Cox called the meeting to order and performed roll call. All Board members were present with Mr. Loar being present via telephone conference call.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

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

THIRD ORDER OF BUSINESS

Audience Comments

The Board received audience comments on the following topics: request for picnic tables and umbrellas at the shuffle board area with an estimated cost of

approximately \$2,800; request for staff action to dim the front entrance lights that shine into a resident's home or turn them off at certain times in the evening (Shawn); concerns regarding cracks in newly re-surfaced roadways; hazardous trees on Wilderness Preserve CDD property adjacent to residents' homes; concern regarding snakes entering the Dog Park area.

FOURTH ORDER OF BUSINESS

Dog Park Renovation Presentation – Resident Volunteer

The Board received a presentation from Ms. Sarah Langley regarding a volunteer group's proposals for recommended improvements to the dog park facilities. Some of the improvements included removing pine trees; trimming up other trees; adding new Argentina Bahia sod; removing the existing fake fire hydrant; adding FOB access controls; fixing drainage issues.

It was noted that the current trees were just trimmed up and the Board approved to proceed with removal of pine trees. The Board assigned staff to research the other recommendations.

There were audience comments objecting to the removal of the Pine trees.

On a motion from Mr. Allison, seconded by Mr. Nearey, the Board unanimously approved to authorize the Chairman to approve a proposal for the removal of the pine trees inside the dog park boundaries, for The Groves CDD.

FIFTH ORDER OF BUSINESS

Discussion of Storage Shed Installation

The Board heard comments from Mr. Loar regarding the need for the installation of a storage shed near the pump house for storing Golf Course required items. He explained that if the CDD were to approve and fund the proposed storage shed, the Golf Course would reimburse the cost to the CDD. He also requested that the District Engineer inspect the proposed location and indicate if it would be adequate for the proposed shed.

On a motion from Mr. Loar, seconded by Mr. Allison, the Board unanimously approved to authorize and fund the installation of the proposed shed, contingent upon District Engineer approval of the site, and with the understanding that the HOA would reimburse the cost, for The Groves CDD.

SIXTH ORDER OF BUSINESS

Consideration of Securiteam Equipment Proposal

The Board reviewed a proposal and received a presentation from Mr. Frank Prete and Mr. Chris Beck, with Securiteam, for additional security equipment and services.

The equipment and services included license plate entry system; visitor management system; break away barrier arm gate upgrade; and TAMCO Shield / Security

Equipment As-A-Service, in a 60-month payment plan. They also presented a 7 a.m. to 7 p.m. remote guard program that expanded the current 7 p.m. to 7 a.m. remote monitoring service.

On a motion from Mr. Allison, seconded by Mr. Nearey, the Board unanimously approved the Securiteam proposal contingent upon a review of the proposal by Mr. Loar and also contingent upon the insertion of guaranteed maintenance language that included a financial penalty in the contract, for The Groves CDD.

SEVENTH ORDER OF BUSINESS

District Counsel Report – Discussion on Conduct of Raffles at the Clubhouse

The Board received a District Counsel update of the topic of the conduct of raffles at Clubhouse.

Ms. Collier briefed the Board on the content of applicable Florida Statutes regarding penny-ante games with a \$10 maximum pot and the authorization for 501C and other similar organizations to conduct certain types of raffles.

The Board members requested that once the details of the authorizations and restrictions are clarified, community organizations should be notified of those details.

The Board also requested that staff look into the acquisition of signage for the clubhouse that provided notice of what types of activities were not permitted.

The Board requested that District Counsel conduct research to determine if golf players would be permitted to add money to a pot and then win back money by best performance during play.

*****The Board members recessed the meeting from 12:05 to 12:12 p.m. and all Board members returned to the meeting.*****

EIGHTH ORDER OF BUSINESS

Discussion of Clubhouse Fees/Deposits

Mr. Boutin discussed the need to have the policies for facility rental updated and the Board provided guidance to staff to set up a workshop meeting for that purpose.

On a motion from Mr. Nearey, seconded by Mr. Allison, the Board unanimously approved to temporarily suspend clubhouse rental fees for residents and golf shop until the completion of the workshop and revised policies were approved, for The Groves CDD.

NINTH ORDER OF BUSINESS

**Consideration of Series 2007
Engagement Letter**

On a motion from Mr. Nearey, seconded by Mr. Allison, the Board unanimously approved the engagement letter agreement with LLS Tax Solutions, LLC for arbitrage calculation services, for The Groves CDD.

TENTH ORDER OF BUSINESS

**Consideration of the Supervisors of
Elections Facility Use Agreement**

On a motion from Mr. Allison, seconded by Mr. Nearey, the Board unanimously approved to ratify the Chairman's approval of the agreement for the Supervisor of Elections use of CDD facilities during upcoming elections, for The Groves CDD.

ELEVENTH ORDER OF BUSINESS

**Consideration of Steadfast
Maintenance Agreement Addendum**

The Board considered a proposal from Steadfast for the maintenance of identified rim ditches for \$191 per month.

On a motion from Mr. Allison, seconded by Mr. Nearey, the Board unanimously approved the Steadfast contract addendum for rim ditch maintenance, for The Groves CDD.

The Board discussed the need for staff to review recent rim ditch work to determine if it was completed to the desired standard, particular the work done near hole 10 versus hole 12.

TWELFTH ORDER OF BUSINESS

Discussion of Reserve Study

Mr. Cox discussed the Reserve Study topic and the interest in having he and Mr. Loar meet with the representatives from the Reserve Study preparer to sort out issues the Board members have with items in the most recent Reserve Study.

The Board requested that Board members present any issues they have with the Reserve Study to Mr. Cox so he can present them to the vendor.

THIRTEENTH ORDER OF BUSINESS

Staff Reports

A. District Engineer

The Board received a District Engineer update from Mr. Brletic. He explained that the pool survey for Martin Aquatic Design had been approved. He explained that he required additional information from the District records for his completion of the stormwater report he was preparing. He noted that he has phase drawings now that reflect the locations of the rim ditches in the community. He discussed his plans to meet with representatives of Wilderness Preserve regarding trees that may need to be removed. He explained that he would be obtaining proposals for the lifting of the sidewalk outside the main

entrance to eliminate the flooding issue. He also reviewed the drainage issue behind homes on Tangor Road.

Mr. Cox explained the need for the Board to consider a proposal for \$1,800 for a lighting assessment to verify that the pool has proper lighting to qualify for night swimming certification.

On a motion from Mr. Loar, seconded by Mr. Allison, the Board approved a not-to-exceed amount of \$1,800 for the completion of a pool lighting assessment, for The Groves CDD.

B. Operations Manager

The Board received an Operations Manager update from Ms. Piccolo. She addressed questions regarding the purchase of tennis screens; copying machine repair expenses; pool RFP preparation estimated date; status of the separate water meter for the restaurant.

Mr. Cox discussed the options of installing a separate sub-meter for water and electric utilities for the restaurant and recommended a flat \$300 per month billing to the restaurant to cover both water and electric.

Mr. Cox indicated that an addendum will be prepared that accounts for the changed method of billing utilities at the flat rate and brought back to the Board for approval.

Ms. Cunningham noted that Back 9 Bistro requested that the amounts due from them since November would be taken off the amount the CDD owes them for half of the flooring installation.

The Board members asked for the addendum to be prepared and presented to the Board.

C. District Manager

The Board received District Manager report from Mr. Cox.

He noted that the next CDD meeting is scheduled for April 5, 2022. He provided an update of the January 2022 financials.

Mr. Boutin requested that the District Manager provide the Board of any areas that are noted to be over running the budget.

Mr. Cox noted the three Supervisor seats that are up for election in November and he noted that the proposed budget was tentatively scheduled for the May meeting and the final budget adoption at the August meeting.

Mr. Cox requested that the Board form the Audit Committee since a new auditor will need to be selected by RFP this year. He recommended that the Board appoint themselves as the Committee for that purpose.

On a motion from Mr. Allison, seconded by Mr. Nearey, the Board unanimously approved to appoint the CDD Board members as the Audit Committee for the purpose of selecting the auditor for the District, for The Groves CDD.

Mr. Cox provided an update of the Project Management Plan.

Ms. Cunningham provided information she gathered from previous Operations Manager's reports and noted that these might need to be added to the project report. She specifically noted the CFC Fire Monitoring agreement and the 24x7 Rizzetta staff response plan.

FOURTEENTH ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Meeting held on February 1, 2022

The Board reviewed and amended the minutes of the Board of Supervisors February 1, 2022 meeting.

On a motion Ms. Cunningham, seconded by Mr. Nearey, the Board unanimously approved the Minutes of the February 1, 2022 Board of Supervisors' meeting, as amended, for The Groves CDD.

FIFTEENTH ORDER OF BUSINESS

Consideration of Operations and Maintenance Expenditures for December 2021

The Board reviewed the Operations and Maintenance Expenditures for January 2022. The topics discussed were the need for stage speakers during the meetings; explanation of the Dissemination Agreement invoice; for staff to review the invoices for the grease trap cleaning; the late fees on the Spectrum invoices; conflicting information in the back-to-back CFC invoices; the need to seek out other vendors for the fire inspection work; the need to verify the holiday lighting requirements for the upcoming year; and the lack of data regarding ticketing on the FHP invoices.

On a motion from Mr. Loar, seconded by Mr. Allison, the Board approved to accept and file the January 2022 Operations and Maintenance Expenditures Report.

SIXTEENTH ORDER OF BUSINESS

Supervisor Requests

During Supervisor Requests, Ms. Cunningham objected to having a CDD hired FHP off-duty Trooper at the CDD meetings.

Mr. Loar discussed the process for having the Operations Manager sign-off on requests from residents to paint aprons, sidewalks and driveways. He noted that the HOA ACC Committee is developing a policy if they paint the driveway, the apron and

sidewalk should also be painted. He recommends that the ACC Committee be authorized to approve the painting of the full apron and not require the Operations Manager sign-off and the Board members agreed and for Mr. Loar to take that message back to the HOA.

Mr. Loar also discussed the developer drawings that were located and discussed the CDD owned golf cart and the repair costs. Mr. Boutin noted that research was being conducted into costs for a new cart.

Mr. Loar noted that he will be looking into the maintenance facility repairs that are needed.

SEVENTEENTH ORDER OF BUSINESS

Adjournment

On a motion from Ms. Cunningham, seconded by Mr. Allison, the Board unanimously approved to adjourn the Board of Supervisors' meeting at 2:01 p.m., for The Groves CDD.

Secretary/Assistant Secretary

Chairman/Vice Chairman

Tab 13

THE GROVES COMMUNITY DEVELOPMENT DISTRICT

District Office · Wesley Chapel · Florida · 813-994-1001

Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

www.thegrovescdd.org

Operation and Maintenance Expenditures February 2022 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from February 1, 2022 through February 28, 2022. This does not include expenditures previously approved by the Board.

The total items being presented: **\$152,021.64**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

The Groves Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2022 Through February 28, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Bayscape at The Groves, LLC	008073	021722-Bayscape	Deposit and 2020 Liquor License Refunds	\$ 3,125.00
Brighthouse Networks	008041	051389101012322	7924 Melogold Cir Back Gate 02/22	\$ 123.17
Brighthouse Networks	2022-02-3	051389101022422	7924 Melogold Cir Back Gate 03/22	\$ 123.17
Brighthouse Networks	2022-02-1	088099301011922	Internet for Master Business Accts 02/22	\$ 294.54
Brighthouse Networks	2022-02-2	091844201012422	7924 Melogold Cir 02/22	\$ 127.08
Central Termite & Pest Control Inc.	008065	87160	Pest Control Monthly 02/22	\$ 52.00
Central Termite & Pest Control Inc.	008065	87454	Pest Control Monthly Rodent 02/22	\$ 50.00
Central Termite & Pest Control Inc.	008065	87786	Annual Termite Renewal 02/22	\$ 200.00
Christina Cunningham	008054	CC020122	Board Of Supervisors Meeting 02/01/22	\$ 200.00
Citrus Seven Pump Station Services	008066	8835	Irrigation Pump & Well Maintenance 02/22	\$ 28,355.00
Citrus Seven Pump Station Services	008066	8836	Repair Irrigation Pump Station 02/22	\$ 3,310.00

The Groves Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2022 Through February 28, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
City of Clearwater	008052	4156233 01/22	7924 Melogold Circle 01/22	\$ 3,903.51
Clean Sweep Supply Co., Inc.	008042	2667	Janitorial Supplies 01/22	\$ 195.84
Clean Sweep Supply Co., Inc.	008053	2760	Janitorial Supplies 02/22	\$ 356.83
Clean Sweep Supply Co., Inc.	008074	2843	Janitorial Supplies 02/22	\$ 411.46
ESS Global Corporation	008043	11722	Security Services 01/10/22-01/16/22	\$ 1,617.00
ESS Global Corporation	008043	12422	Security Services 01/17/22-01/23/22	\$ 1,617.00
ESS Global Corporation	008075	21422	Security Services 02/07/22-02/13/22	\$ 1,617.00
ESS Global Corporation	008067	2722	Security Services 01/31/22-02/06/22	\$ 1,617.00
Florida Department of Revenue	008055	61-8017755714 01/22	Sales & Use Tax 01/22	\$ 265.18
Gray Robinson Atty.	008076	11058992	Legal Research-Alcohol Compliance 01/22	\$ 247.50
James P Nearey	008057	JN020122	Board Of Supervisors Meeting 02/01/22	\$ 200.00

The Groves Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2022 Through February 28, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Jimmy Allison	008050	JA020122	Board Of Supervisors Meeting 02/01/22	\$ 200.00
Johnson, Mirmiran & Thompson, Inc.	008044	11-185913	Engineer Services 12/21	\$ 660.00
Johnson, Mirmiran & Thompson, Inc.	008077	12-187307	Engineer Services 01/22	\$ 3,647.50
McNatt Plumbing Company, Inc.	008078	11557826	Plumbing Service-Kitchenette Faucet 01/22	\$ 200.00
Mr Electric of Land O Lakes	008068	18533586	Electrical Services on LED Sign 02/22	\$ 952.94
Pasco County	008045	16080011	7924 Melogold Circle Hydrant 01/22	\$ 25.48
Pasco County	008069	16127137	7320 Land O Lakes Blvd 01/22	\$ 271.69
Pasco County	008069	16127138	0 Festive Groves Blvd 01/22	\$ 38.77
Pasco County	008069	16127275	7324 Melogold Cir 01/22	\$ 1,966.83
Pasco County	008069	16127276	7924 Melogold Cir - Reclaimed 01/22	\$ 2,747.85
Proteus Pool Services LLC	008046	Grovo12	Pool Maintenance Contract 01/22	\$ 1,802.53

The Groves Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2022 Through February 28, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Richard Loar	008056	RL020122	Board Of Supervisors Meeting 02/01/22	\$ 200.00
Rizzetta & Company, Inc.	008047	INV0000065329	Personnel Reimbursement 01/21/22	\$ 8,280.39
Rizzetta & Company, Inc.	008047	INV0000065446	Management Fees 02/22	\$ 6,033.34
Rizzetta & Company, Inc.	008070	INV0000065627	General Management & Oversight 02/22	\$ 12,201.91
Rizzetta & Company, Inc.	008079	INV0000065931	Out of Pocket Expenses 01/22	\$ 150.00
Rizzetta Amenity Services, Inc.	008058	INV00000000009427	Out of Pocket Expenses 12/21	\$ 227.91
Securiteam, Inc.	008059	11556110221	Service Call 12/21	\$ 337.50
Securiteam, Inc.	008059	11723122821	Service Call - Gate Repair 01/22	\$ 780.00
Securiteam, Inc.	008059	11802011422	Service Call - Gate Repair 01/22	\$ 150.00
Securiteam, Inc.	008059	11814012022	Service Call - Gate Repair 01/22	\$ 749.00
Securiteam, Inc.	008059	11851012822	Service Call - Gate Repair 01/22	\$ 150.00

The Groves Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2022 Through February 28, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Steadfast Environmental, LLC	008048	SE-20442	Conservation Area-Dead Trees 01/22	\$ 16,000.00
Steadfast Environmental, LLC	008080	SE-20488	Aquatic Maintenance 02/22	\$ 1,252.00
Steve Gaskins Contracting, Inc.	008060	0000735	Off Duty Deputy & Scheduler Fee 01/22	\$ 524.00
Straley Robin Vericker	008061	20989	Legal Services 01/22	\$ 3,531.39
Stutzman Brothers Property Maintenance, Inc.	008071	14974	Tree Trimming 02/22	\$ 4,562.50
The Groves CDD	CD406	CD406	Replenish Debit Card	\$ 3,860.64
The Groves Golf & Country Club	008081	202202	Irrigation Main Line Repair 02/22	\$ 749.57
The Lake Doctors, Inc.	008082	636350	Fountain System Parts & Service 02/22	\$ 1,010.10
Tibbetts Lumber Co., LLC	008083	4371727	2X8 Lumber for Bridge Repairs 01/22	\$ 351.80
Toshiba Financial Services	008049	30915047	Copier Maintenance/Color Images 01/22	\$ 327.80
Waste Management Inc. of Florida	008063	0717363-1568-1	Waste Disposal Services 02/22	\$ 288.24

The Groves Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2022 Through February 28, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Wesco Turf, Inc.	008064	39185615	Irrigation Repair 01/22	\$ 11,600.25
Wilbur H. Boutin Jr	008051	BB020122	Board Of Supervisors Meeting 02/01/22	\$ 200.00
Withlacoochee River Electric Cooperative, Inc	008072	Summary Elec 01/22	Summary Electric 01/22	\$ 6,183.26
Yellowstone Landscape	008084	TM 326464	Monthly Landscape Maintenance 02/22	<u>\$ 11,798.17</u>
Report Total				<u>\$ 152,021.64</u>