



Rizzetta & Company

# **The Groves Community Development District**

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## **Board of Supervisors' Regular Meeting January 10, 2023**

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

**[www.thegrovescdd.org](http://www.thegrovescdd.org)**

# **THE GROVES COMMUNITY DEVELOPMENT DISTRICT**

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

<b>Board of Supervisors</b>	Bill Boutin	Chairman
	Richard Loar	Vice Chairman
	Jimmy Allison	Assistant Secretary
	James Nearey	Assistant Secretary
	Christina Cunningham	Assistant Secretary
<b>District Manager</b>	Gregory Cox	Rizzetta & Company, Inc.
<b>District Counsel</b>	Vivek Babbar	Straley Robin & Vericker
<b>District Engineer</b>	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](http://WWW.THEGROVESCDD.ORG)

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**Board of Supervisors**  
**The Groves Community**  
**Development District**

January 4, 2023

**FINAL AGENDA**

Dear Board Members:

The regular meeting of the Board of Supervisors of The Groves Community Development District will be held on **Tuesday, January 10, 2023, at 6:30 p.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. PLEDGE OF ALLEGIANCE**
- 3. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 4. STAFF REPORTS**
  - A. District Counsel
    1. Update of B9B Contract Addendum
    2. Discussion of Workshop
  - B. District Engineer
    1. Update on Floating Island
  - C. Aquatics Report
    1. December Waterway Inspection Report – Steadfast..... Tab 1
    2. Consideration of The Lake Doctor's Fountain Cleaning Renewal ..... Tab 2
  - D. Clubhouse Manager
    1. December 2022 Clubhouse Manager's Report ..... Tab 3
  - E. District Manager
    1. December 2022 Manager Report and Project Summary Report ..... Tab 4
- 5. BUSINESS ITEMS**
  - A. Discussion of Securiteam's New Entrance Access Software
  - B. Consideration of Night Swimming Lighting Proposal ..... Tab 5
  - C. Review of Bridge Report and Recommendations ..... Tab 6
  - D. Discussion of Memorial Plaques Placement Policies
  - E. Discussion of Kiln Operation in Craft Room
  - F. Discussion on Electric Repairs at Front Entrance
  - G. Establishment of Audit Committee
- 6. BUSINESS ADMINISTRATION**
  - A. Consideration of Minutes of Board of Supervisors' Regular Meeting held on December 6, 2022 ..... Tab 7
  - B. Consideration of Operations & Maintenance Expenditures for November 2022 ..... Tab 8

**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) 994-1001.

Sincerely,

*Gregory Cox*

District Manager

## Tab 1



## The Groves CDD Aquatics

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**Inspection Date:**

12/28/2022 11:12 AM

**Prepared by:**

Lee Smith

Account Manager

STEADFAST OFFICE:

WWW.STEADFASTENV.COM  
813-836-7940



# Inspection Report

## SITE: 4

Condition: ☒Excellent    Great    Good    Poor    Mixed Condition    ☒Improving



### Comments:

Minor amount of subsurface and surface algae around perimeter of pond appears to be decaying from previous treatment. Pond looks to be in excellent shape otherwise.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic
<u>ALGAE:</u>	N/A	<input checked="" type="checkbox"/> Subsurface Filamentous	<input checked="" type="checkbox"/> Surface Filamentous
		Planktonic	Cyanobacteria
<u>GRASSES:</u>	<input checked="" type="checkbox"/> N/A	Minimal	Moderate
<u>NUISANCE SPECIES OBSERVED:</u>			Substantial
	Torpedo Grass	Pennywort	Babytears
	Hydrilla	Slender Spikerush	Other:
			Chara

## SITE: 2C-1

Condition:    Excellent    ☒Great    Good    Poor    Mixed Condition    ☒Improving



### Comments:

Moderate amounts of surface and subsurface algae present. One corner of pond contains a mix of Spatterdock and Gulf Coast Spikerush. Algae and Spikerush appears to be in a state of decay from treatment. Technician will continue to monitor and treat.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic
<u>ALGAE:</u>	N/A	<input checked="" type="checkbox"/> Subsurface Filamentous	<input checked="" type="checkbox"/> Surface Filamentous
		Planktonic	Cyanobacteria
<u>GRASSES:</u>	N/A	<input checked="" type="checkbox"/> Minimal	Moderate
<u>NUISANCE SPECIES OBSERVED:</u>			Substantial
	Torpedo Grass	Pennywort	Babytears
	Hydrilla	Slender Spikerush	Other:
			Chara

# Inspection Report

**SITE:** 2C-2

Condition:    Excellent    ✓Great    Good    Poor    Mixed Condition    ✓Improving



**Comments:**

Moderate amount of subsurface and surface algae present in pond. Algae is slowly decaying from treatment.

<u>WATER:</u>	✗ Clear	Turbid	Tannic
<u>ALGAE:</u>	N/A	✗ Subsurface Filamentous	✗ Surface Filamentous
		Planktonic	Cyanobacteria
<u>GRASSES:</u>	✗ N/A	Minimal	Moderate
<u>NUISANCE SPECIES OBSERVED:</u>			Substantial
	Torpedo Grass	Pennywort	Babytears
	Hydrilla	Slender Spikerush	Other:
			Chara

**SITE:** 7

Condition:    ✓Excellent    Great    Good    Poor    Mixed Condition    ✓Improving



**Comments:**

Immediate area around dock is looking excellent and very cleaned out. Spatterdock is present on one side of pond but is responding well to treatment.

<u>WATER:</u>	✗ Clear	Turbid	Tannic
<u>ALGAE:</u>	✗ N/A	✗ Subsurface Filamentous	Surface Filamentous
		Planktonic	Cyanobacteria
<u>GRASSES:</u>	N/A	✗ Minimal	Moderate
<u>NUISANCE SPECIES OBSERVED:</u>			Substantial
	Torpedo Grass	Pennywort	Babytears
	Hydrilla	Slender Spikerush	Other:
			Chara



# Inspection Report

**SITE: 2B**

Condition:    Excellent    ✓Great    Good    Poor    Mixed Condition    ✓Improving



## Comments:

Perimeter of pond contains surface and subsurface algae that appears to be decaying. Spatterdock within pond appears to be decaying as well. Water level on pond looks a little low. Technician will continue to monitor and treat these areas.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Turbid	<input type="checkbox"/> Tannic
<u>ALGAE:</u>	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Subsurface Filamentous	<input checked="" type="checkbox"/> Surface Filamentous
		<input type="checkbox"/> Planktonic	<input type="checkbox"/> Cyanobacteria
<u>GRASSES:</u>	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Minimal	<input type="checkbox"/> Moderate
			<input type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
	<input type="checkbox"/> Torpedo Grass	<input type="checkbox"/> Pennywort	<input type="checkbox"/> Babytears
	<input type="checkbox"/> Hydrilla	<input type="checkbox"/> Slender Spikerush	<input type="checkbox"/> Chara

**SITE: 22**

Condition:    Excellent    Great    Good    Poor    ✓Mixed Condition    ✓Improving



## Comments:

Waterway is seeing improvements. Minimum amount of torpedo grass along the edge. Significant amount of algae all throughout. Technician will continue to treat desired area for algae and nuisance grasses until completely cleaned out.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Turbid	<input type="checkbox"/> Tannic
<u>ALGAE:</u>	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Subsurface Filamentous	<input checked="" type="checkbox"/> Surface Filamentous
		<input type="checkbox"/> Planktonic	<input type="checkbox"/> Cyanobacteria
<u>GRASSES:</u>	<input type="checkbox"/> N/A	<input type="checkbox"/> Minimal	<input checked="" type="checkbox"/> Moderate
			<input type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
	<input checked="" type="checkbox"/> Torpedo Grass	<input type="checkbox"/> Pennywort	<input type="checkbox"/> Babytears
	<input type="checkbox"/> Hydrilla	<input type="checkbox"/> Slender Spikerush	<input type="checkbox"/> Other:



# Inspection Report

**SITE: 2A**

Condition: ☒Excellent    Great    Good    Poor    Mixed Condition    ☒Improving



## Comments:

Minor amounts of pennywort around perimeter of pond. Duckpotato present around perimeter of pond. Baby tears are also present. Duckpotato appears to be decaying. Technician will target pennywort and babytears during future maintenance events.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Turbid	<input type="checkbox"/> Tannic
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Subsurface Filamentous	<input type="checkbox"/> Surface Filamentous
		<input type="checkbox"/> Planktonic	<input type="checkbox"/> Cyanobacteria
<u>GRASSES:</u>	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Minimal	<input type="checkbox"/> Moderate
			<input type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
<input checked="" type="checkbox"/> Torpedo Grass	<input checked="" type="checkbox"/> Pennywort	<input checked="" type="checkbox"/> Babytears	<input type="checkbox"/> Chara
<input type="checkbox"/> Hydrilla	<input type="checkbox"/> Slender Spikerush	<input type="checkbox"/> Other:	

**SITE: 1**

Condition: ☒Excellent    Great    Good    Poor    Mixed Condition    ☒Improving



## Comments:

Minimal amounts of decaying Gulf Coast Spikerush around perimeter of pond. Pond looks to be in excellent shape otherwise.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Turbid	<input type="checkbox"/> Tannic
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Subsurface Filamentous	<input type="checkbox"/> Surface Filamentous
		<input type="checkbox"/> Planktonic	<input type="checkbox"/> Cyanobacteria
<u>GRASSES:</u>	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Minimal	<input type="checkbox"/> Moderate
			<input type="checkbox"/> Substantial
<u>NUISANCE SPECIES OBSERVED:</u>			
<input type="checkbox"/> Torpedo Grass	<input type="checkbox"/> Pennywort	<input type="checkbox"/> Babytears	<input type="checkbox"/> Chara
<input type="checkbox"/> Hydrilla	<input type="checkbox"/> Slender Spikerush	<input type="checkbox"/> Other:	



# Inspection Report

**SITE: 20**

Condition: ☒Excellent    Great    Good    Poor    ☒Mixed Condition    ☒Improving



## Comments:

Backside of waterway contains a significant amount of surface algae. Majority of pond is in excellent condition. Duckweed present. Only problem area is the very end of the waterway near the maintenance area which contains a significant amount of Duckweed. Technician will continue to treat this area to get it up to excellent condition.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic
<u>ALGAE:</u>	N/A	Subsurface Filamentous	<input checked="" type="checkbox"/> Surface Filamentous
		Planktonic	Cyanobacteria
<u>GRASSES:</u>	N/A	<input checked="" type="checkbox"/> Minimal	Moderate
<u>NUISANCE SPECIES OBSERVED:</u>			Substantial
	Torpedo Grass	Pennywort	Babytears
	Hydrilla	Slender Spikerush	Other:
			Chara

**SITE: 3B**

Condition:    Excellent    Great    ☒Good    Poor    ☒Mixed Condition    ☒Improving



## Comments:

One side of pond contains a significant amount of Spatterdock. This side also contains Duckpotato that appears to be decaying. Minor amount of Torpedo grass present throughout the pond. Water level appears to be low. Technician will continue to monitor and treat for nuisance species.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	Subsurface Filamentous	Surface Filamentous
		Planktonic	Cyanobacteria
<u>GRASSES:</u>	N/A	Minimal	<input checked="" type="checkbox"/> Moderate
<u>NUISANCE SPECIES OBSERVED:</u>			Substantial
	<input checked="" type="checkbox"/> Torpedo Grass	Pennywort	<input checked="" type="checkbox"/> Babytears
	Hydrilla	Slender Spikerush	Other:
			Chara

## MANAGEMENT SUMMARY



With January here, winter intensifies. Mornings and night temperatures have decreased (40-50), with the occasional higher daytime temperature. The growth rate for both algae and nuisance plants are slowing as a result, giving technicians the ability to make headway in more overgrown areas. Rainfall events have been few and far between, and with only the occasional isolated event; the water levels of most ponds have decreased as winter progresses. Decreased rainfall provides assistance in the growth of algae, as well as decreased nighttime temperatures extending the time it takes for treated algae to decay (beyond the usual 7-10 day period). Additionally, most types of vegetation that enter a dormant period will do so during winter's shortened light-cycles. It may look as though many types of vegetation are "dead" or "dying" but are simply awaiting the return of spring, where these species will return to life.

On this visit, nearly all ponds noted were in excellent or great condition. Nuisance grasses are still present in minor amounts and will continue to be treated and monitored. Some forms of vegetation that are present in the ponds are going dormant due to the decreasing temperatures. Shoreline grasses were noted and will be taken care of. Algae was one of the main issues and will be a focus point for technicians going forward. Any surface growth had been previously treated and was already beginning to decay.

## RECOMMENDATIONS

Continue to treat ponds for algae, administer follow-ups to ponds experiencing extended decay times.

Administer treatments to any nuisance grasses growing along shorelines and within water.

Stay alert for debris items that find their way to the pond's shore.

Thank you for choosing Steadfast Environmental!



MAINTENANCE AREA



THE GROVES CDD

Festive Groves Blvd, Land O' Lakes

Gate Code:



## **Tab 2**



*The Lake Doctors, Inc.*  
Aquatic Management Services<sup>®</sup>

12795 59<sup>th</sup> Way N  
Clearwater, FL 33760  
727/544-7644  
[largo@lakedoctors.com](mailto:largo@lakedoctors.com)  
[www.lakedoctors.com](http://www.lakedoctors.com)

November 17, 2022

Groves, CDD  
Attn. Manager  
12750 Citrus Park Ave, Suite 7Q  
Tampa, Florida 33625

Dear Sir or Madam,

The anniversary date of your Lake Doctors, Inc., Fountain Cleaning Service for **Groves, CDD (Ftn)** is January 1, 2023, at which time your program is due to automatically extend. Due to the rising costs of professionally managing your account, including aquatic products, vehicles, equipment, insurance and supplies, we would like to ask for an adjustment to your quarterly investment amount, from \$350.00 per quarter to \$370.00 per quarter.

If you have any questions or concerns regarding your proposed adjustment of your Lake Doctors Water Management Program, please feel free to give me a call at (727) 798-0056 or 888-668-5253 or contact me by email at [mark.bossard@lakedoctors.com](mailto:mark.bossard@lakedoctors.com). Otherwise, no action is required at this time.

As always, we will continue to focus upon fully satisfying your water management needs by providing excellent, quality service, quick response to questions or problems and deep concern for the health of your pond, lake or waterway.

We at The Lake Doctors very much appreciate your current business and look forward to continuing to work with you to keep your waterway(s) in excellent condition.

Sincerely,

Mark A. Bossard  
Regional Manager

MAB/rw  
R-#721261  
Enclosures



## **Tab 3**





## December Monthly Manager's Report

**The Groves Golf and Country Club CDD**  
**7924 Melogold Circle**  
**Land O Lakes, FL 34637**  
**Phone: 813-995-2832 Ext 1**

**Email: [clubhouse@thegrovescdd.com](mailto:clubhouse@thegrovescdd.com)**

**Clubhouse Manager: Amy Wall**

### **Clubhouse Operations Managers Projected Projects**

- Received proposals for new gate equipment.
- Inspected #3 rim ditch with Steadfast and Mr. Boutin to ensure its completion.
- Working with Mrs. Cunningham on the memorial benches and plaques and a contract.
- Met with Mr. Allison to go over plans for the bridge repair.
- Spoke with Sound Cloud (Music throughout the property) and got a copy of our contract.
- Contacted companies for a new maintenance cart and have two possibilities look at.
- Kevin at Steadfast reported that **SONAR** application is working "so far great".
- Completed a monthly maintenance report for jobs completed or in progress.

### **Vendors That Made a Site Visit or Performed a Service**

- Steadfast finished the 3<sup>rd</sup> Rim ditch maintenance work.
- Yellowstone replanted annuals with a new design.
- Yellowstone treated three clubhouse areas with Top Choice – Fire Ant control.
- Kazars electric replaced three GFIs for Christmas lighting.
- A Total Solution repaired the riser outside B9B back door.
- A Total Solution conducted a five-year inspection per contract.

### **Maintenance projects/Projected Projects**

- Installed acoustic panels in Lanai
- Painted the garbage gates.
- Sanded down all pool tables.
- Painted all the pool tables
- Replaced three boards at bridge # 12.
- Replaced locks on the women's bathroom stalls.
- Hung the Acoustics in Lanai.
- Replaced one board on bridge #2

**Board of Supervisor's Requests & Updates**

- More lighting in the RV park. (In progress)
- Employees and Security signs installed on the RV park and back fence. (Completed)
- Two quotes for new security equipment for gates. (Completed)

**Facilities Usage - Upcoming Events**

- Jan 7<sup>th</sup> WGL Event 9 AM.
- Jan 13<sup>th</sup> Boys & Girls club Event.
- Jan 13<sup>th</sup> Wine Tasting Event.
- Jan 14<sup>th</sup> Pancake Breakfast 7AM.
- Jan 21<sup>st</sup> Social Club Event 5 PM

**Resident Requests**

- Table for small dog park with an Umbrella. (Completed)

## Tab 4



Rizzetta & Company

#### UPCOMING DATES TO REMEMBER

- **Next Meeting:** February 7, 2023 10:00 a.m.

## District Manager's Report

January 10

# 2023

- Attached to the cover page is a project summary.

896	<u>FINANCIAL SUMMARY</u>	<u>9/30/2022</u>
	General Fund Cash & Investment Balance:	\$1,072,692
	Reserve Fund Cash & Investment Balance:	\$1,678,666
	Debt Service Fund Investment Balance:	\$100,538
	<b>Total Cash and Investment Balances:</b>	<b>\$2,851,896</b>
	General Fund Expense Variance:	<b>\$ 3,601 Under Budget</b>
	Reserve Fund Expense Variance:	<b>\$ 97,743 Under Budget</b>
	<b>Total General and Reserve Fund Variance:</b>	<b>\$101,344 Under Budget</b>

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# The Groves CDD On-Going Project Update

January 10, 2022

Pool/Spa RFP. There were two bids received for the pool and spa renovation. The Board approved to reject the bids and to consider re-starting the RFP process at some point in the future. Meanwhile, the Board will look at doing a selective equipment replacement program as the situation permits until such time as the RFP is regenerated. We have had a spa heater and pool heater installed in the meantime.

Pool Night Swimming Certification. The design for the improvement of the lighting in order to qualify for night swimming has been received and now general contractor bids are being sought to install. Staff has been in contact with two vendors to get estimates for installing new light poles and fixtures. Early estimates to have the new lights acquired and installed are in the \$16K range. New electrical circuit lines, timer and breaker required.

Lanai Remodel / Enclosure. Acoustic panels are installed – seem to work well.

Card Room and Restaurant Flooring. B9B is arranging for the vendor to come back out to fix the previous work fix. Staff is working to coordinate with B9B.

Restaurant ADA Restroom Door Closure. The initial ADA door operator proposal was incorrect. The vendor understood one door for each restroom instead of the two required for a total of four. Additional cost incurred.

Amend Restaurant Agreement with B9B. This is in progress with B9B. Draft addendum to the contract has been presented and it is still in negotiations.

Irrigation System Split Study. The Board engaged Ballenger Irrigation to begin a study of what would be required for the upgrade or replacement of the current irrigation system. Meetings were held in September and December. We have requested that Yellowstone start testing the irrigation system.

Rim Ditch Clearing and Maintenance Agreement Update. Phase 3 is completed. The draft plan for maintenance is to adjust the current maintenance agreement to include the newly cleaned areas and to incorporate them into the current bi-weekly aquatic maintenance program.

Golf Maintenance Facility Repairs. This is mostly in a holding pattern at this time.

Flooding at Entrance. This project involves the long sidewalk area leading out the front entrance heading towards Publix. The sidewalk dips down low in an area that floods repeatedly due to the low profile and no drainage. The Board is interested in seeing how to resolve the flooding. No progress has been made at this point.

The Groves Rock Display. The Board became concerned about a rock display of The Groves name on the entrance pond bank. The erosion around the signage is fairly severe and a vendor for repair is being sought.

Golf Course Bridge Work. Staff have measured the four bridges and calculated the amount of lumber required to replace the surface. The HOA has offered to split the cost but has requested an assessment be completed to ensure the supporting structures are in good shape before putting on a new surface. At the last CDD meeting, the HOA requested the CDD forward them an approved proposal so they could then decide to share. Supervisor Allison has prepared a Bridge Report on this subject.

## **Tab 5**



## Quote

### FLM-Go

886 S. Packinghouse Sarasota 34232 Phone: 9413428980 Fax: Email: flm@floridalightingmaintenance.com

Date: 21-Dec-2022 01:07 PM

QUOTATION NO: 4555

To: The Groves Golf & Country Club

The Groves Golf & Country Club 7924 mellow gold circle  
Land O Lakes  
Florida, United States

Quantity	Description	Unit Price (\$)	GST Rate (\$)	Sub Total (\$)
1.00	Installation Materials and Labor	23,637.20	0.00	23,637.20
Sub Total:				<b>\$ 23,637.20</b>
Tax Rate Amount:				\$ 0.00
Quote Total (Tax Rate Incl.):				<b>\$ 23,637.20</b>

**Site Name:** (5) The Groves Golf & Country Club  
**Contact Name:** Amy Wall  
**Quote Description** Install site lighting per photometric plans

**Scope:**

Auger and bucket truck work with 2 man crew

Utilize existing lighting circuits and trench power (run conduit and wire), from existing temporary pole(s) to pole location(s) in photometric

F/I (3) 30' ag direct burial fiberglass poles in dark bronze color with tenon mount

F/I (3) 290W LED area lights with slip fitter mounts

System testing and FC readings at dark

\*5 year manufacturers warranty on fixtures\*

Note #1: 50% deposit required to obtain materials and schedule work to be completed.

Note #2: Quote assumes existing lighting circuits and controls are in working condition. Restoring circuits/controls will be on a T and m basis.

Note #3: Work is to be completed M-f from 7am-5pm. FLM staff will need access to electrical room and space to maneuver equipment during install.

**Company Note**

Pipe & Wire Pricing only valid for 7 calendar days. Once estimate/proposal is approved, Pipe & Wire Pricing will be reviewed, increase may be applied to the estimate/proposal/invoice based on commodity market pricing. Work to be completed during normal business hours (7:00AM-4:00PM Monday-Friday). Workmanship will meet or exceed the National Electrical Codes. Any unforeseen obstructions causing extra time or delays, to include permits, material, and/or equipment will be an additional charge. Quoted amount due (30) days after this scope of work is completed, deposit may be required. Deposits are not refundable due to the cancellation of the job by the client. Quote valid for 30 days. Permit and acquisition fees not included in the proposal. Acceptance of Proposal: Parties agree Florida law should apply to this contract. In the event FLM has to enforce this contract, customer shall pay FLM reasonable attorney fees and costs. Parties wave the right to jury trial and submit personal jurisdiction of Florida. The venue shall be Sarasota County of Florida.

By signing this estimate you agree to this disclosure and take full responsibility:

X \_\_\_\_\_



## Tab 6

## REPORT ON BRIDGE REPAIR

At the December 6<sup>th</sup> Board Meeting I was asked to work with staff to develop proposals for installation of Marine Plywood runners for Golf Courses bridges. Randy Blanchard, HOA Vice President, accompanied me on a detailed inspection of all bridges to assess the viability of installing Marine Grade plywood runners. Our observations were as follows:

1. It is not practical to install runners on the Conservation walk or the observation pier. Because of the foot traffic, both would need to be entirely covered with plywood.
2. It is possible to install the runners on bridges 1-2, 3-4, 13-14 and 18. However, there would still be a potential hazard for pedestrian traffic if the deck were to deteriorate between the runners.
3. The Conservation Walk should be abandoned and gated to prevent its further use. Repair by any measure would be very costly. It is used infrequently, and it presents a liability if someone were to get on the bridge and subsequently not be able to get off without assistance. It could be an extended amount of time before they were found.

Based on the above there are three options for improving the bridges.

**OPTION 1:** Place two 2-foot-wide marine plywood runners for the entire length of golf course bridges 1-2, 3-4, 13-14 and 18. The spacing of the runners would be 3 ft. center to center, which is the wheel spacing on a golf cart. The estimated materials cost for this treatment would be:

Bridge 1-2     \$2,110.64

Bridge 2-3     \$2,110.64

Bridge 18     \$2,261.40

Bridge 13-14   \$9,799.40

This Option would be funded from the reserve fund.

**OPTION 2:** Place three 2-foot-wide marine plywood runners for the entire length of golf course bridges 1-2, 3-4, 18 and 13-14. The runners would be placed in the center of the bridge, leaving roughly 8-inches between the runners and the curb on each side. This option would eliminate the hazard for pedestrian traffic. The estimated materials cost for this treatment would be:

Bridge 1-2     \$3,165.96

Bridge 2-3     \$3,165.96

Bridge 18     \$3,392.10

Bridge 13-14   \$14,699.10

This option would be funded from the reserve fund.

**OPTION 3:** Replace the Decks, Curbs and Railing on bridges 1-2, 2-3, 18 and 13-14, as well as the observation pier, and abandon and close the conservation walk. Due to the cost of this option, it would need to be advertised for bidding, requiring the use of TREX composite materials. The estimated cost for this option would be around \$575,000. This option would be funded from the reserve fund.

## **RECCOMENDATION**

It is my recommendation that we select OPTION 3 in conjunction with a bond issue to fund this project as well as the pool project, the irrigation project, and an upgrade to our security gate system. If we choose to finance through a Bond issue, we should evaluate the need for other projects in addition to these.

I have made a detailed evaluation of our latest Reserve Study and identified a funding deficiency for these projects of something around \$2,000,000 for the period up to and including the year 2030. I arrived at this amount based on the following estimated costs totaling \$2,660,000:

Pool:	\$1,000,000
Irrigation:	\$1,000,000
Bridges:	\$600,000
Security:	\$60,000

The Reserve Study identifies funding for these projects through the year 2030 totaling \$650,000, as follows:

Pool:	\$103,901
Irrigation:	\$91,056
Security:	\$58,241
Bridges:	\$397,180

The identified Reserve funding for the pool and Irrigation are for routine maintenance items rather than major replacement, so funding for these projects should be in excess of the \$2,000,000 deficiency noted above.

## **Tab 7**

**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, December 6, 2022, at 10:00 a.m., at The Groves Civic Center, located at 7924 Melogold Circle, Land O' Lakes, FL 33637.

Present and constituting a quorum:

Bill Boutin	<b>Board Supervisor, Chairman</b>
Jimmy Allison	<b>Board Supervisor, Assistant Secretary</b>
Christina Cunningham	<b>Board Supervisor, Assistant Secretary</b>
James Nearey	<b>Board Supervisor, Assistant Secretary</b>

Attending via Telephone Conference

Richard Loar	<b>Board Supervisor, Vice Chairman</b>
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Also present were:

Gregory Cox	<b>District Manager, Rizzetta &amp; Co, Inc.</b>
Dana Collier	<b>District Counsel, Straley, Robin &amp; Vericker</b>
Amy Wall	<b>Operations Manager</b>
Maura Lear	<b>Facilities Manager</b>
Stephen Brletic	<b>District Engineer, JMT</b>

Audience Members

**FIRST ORDER OF BUSINESS**

**Call to Order**

The meeting was opened by Mr. Cox at 10:00 a.m. and he verified that all five Board members were present with Mr. Loar being present by 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 a variety of topics to include a request for the policy on the placement of memorial plaques for which the Board



concluded that a long-term policy is needed. The Chairman requested that Ms. Cunningham take the lead on the helping have a draft policy created for the District. During the discussion, all Board members concurred that the goal is for the requesting resident(s) to be responsible for any costs associated with memorial plaques or other items. This topic was requested to be on the next CDD agenda.

The Board also received audience comments regarding appreciation for the annual update received and the Board members' work for the community; concerns regarding how the Palm trees were trimmed with a hurricane cut that was too extreme.

Ms. Cunningham's concern regarding why the annuals being installed were having so much difficulty surviving; concerns regarding the recent kiln room smoke incident; and concerns regarding an email blast that was sent out via Mail Chimp email service which included a CDD newsletter.

#### **FOURTH ORDER OF BUSINESS**

#### **Administer Oath of Office to Newly Elected Supervisors**

Mr. Loar, Mr. Nearey and Mr. Allison were all administered the Oath of Office as they start their new 2022-2026 term of office for The Groves CDD Board of Supervisors.

#### **FIFTH ORDER OF BUSINESS**

#### **Designating Officers of the District – Start of 2022-2024 Term**

On a motion from Mr. Nearey, seconded by Mr. Allison, the Board members approved, with a 3-2 vote, with Mr. Loar and Ms. Cunningham voting no, to select Mr. Boutin as Chairman and Mr. Loar as Vice-Chairman, for The Groves CDD.

#### **SIXTH ORDER OF BUSINESS**

#### **Consideration of Resolution 2023-02, Designation Officers of the District**

On a motion from Mr. Loar, seconded by Mr. Nearey, the Board unanimously approved to adopt Resolution 2023-02, Designating Officers of the District, for The Groves CDD.

#### **SEVENTH ORDER OF BUSINESS**

#### **Staff Reports**

##### **A. District Counsel**

The Board received a District Counsel update from Ms. Collier. Ms. Collier provided an update of the status of the B9B Contract addendum and explained that it was not executed at this point by Ms. Tolley. Ms. Collier provided an explanation of the differences between Right of First Refusal and Right to Bid. The Board members discussed the topic and requested staff to set up a workshop to continue to discuss the topic at length and for staff to request that Ms. Tolley attend the workshop.

On a motion from Ms. Cunningham, seconded by Mr. Nearey, the Board members unanimously approved for staff to set up workshop meeting to discuss the Back 9 Bistro contract addendum and to request that the vendor be present, for The Groves CDD.

**B. District Engineer**

**1. Update on Floating Island**

The Board received a District Engineer update from Mr. Brletic. He presented proposal information that he had obtained from two service providers for the purpose of treating the “floating island” that is currently existing in the wetland adjacent to the community. After discussing the topic, the Board requested that Mr. Brletic work with the vendors to have them reduce the scope of work to address only the one small wetland area and to revise their proposal costs as a result.

Mr. Brletic next provided an update of the wooden bridge resurfacing proposals. He provided a matrix chart that showed a comparison of proposed costs from several vendors. He also presented the costs for the use of composite materials versus wood for the bridges.

The Board moved their conversation to the topic of using marine plywood runners along the top of the existing wooden cross beams for golf carts to ride on. The idea of using the plywood is to allow the Board to delay the start of renovating the bridges for a later time when additional funds could be accumulated for the expense of renovation. The Board requested staff to work with Mr. Allison and obtain proposals for the installation of the plywood runners on specific bridges.

The Board continued to discuss the bridge work with Mr. Glenn Douglass regarding the HOA’s willingness to share the costs of the bridge work. Mr. Douglass’ guidance to the Board was that once the CDD Board reached a decision on the project, they should send a proposal to the HOA requesting a cost share.

**C. Aquatics Report - Steadfast**

The Board reviewed the November Waterway & Canal Report prepared by Steadfast. Ms. Cunningham noted that pond area 6G in the report requires additional maintenance.

**D. Operations Manager**

The Board received a Clubhouse Manager Report from Ms. Wall. She provided the Board with an update of the on-going work on the rim ditches by Steadfast. Ms. Cunningham expressed her concerns regarding the lack of insurance coverage on the recently stolen Kubota and the failure of Rizzetta to properly manage the insurance policy asset list.

**E. District Manager**

16. The Board received a District Manager update from Mr. Cox. He reminded the Board that the next CDD Board meeting was scheduled for January 10, 2022 at 6:30 p.m.. Mr. Cox informed the Board of the financial status of the budget funds now and as of the end of the last fiscal year. Ms. Cunningham requested that Mr. Cox prepare information for the Board regarding the Reserve Study and the impact of spending funds from the reserves on the large projects currently in progress or projected to start.

**EIGHTH ORDER OF BUSINESS****Ratification of Chairman's Approval  
for Spa and Pool Heaters**

On a motion from Mr. Allison, seconded by Mr. Nearey, the Board approved with a 4-1 vote, with Ms. Cunningham voting no, to ratify the Chairman's approval to replace the spa and pool heaters at a cost of \$4,599 each, for The Groves CDD.

**NINTH ORDER OF BUSINESS****Discussion of CDD's Use of Email  
Blast**

The Board briefly discussed the topic of the CDD email blast that was sent out to the community via Mail Chimp. The Board was informed that the Mail Chimp account has since been shut down and that there is no intention to renew using it for a CDD email blast service.

**TENTH ORDER OF BUSINESS****Discussion of Full Time Maintenance  
Position**

On a motion from Mr. Allison, seconded by Mr. Nearey, the Board unanimously approved to accept the change of the Rizzetta maintenance position to full time, for The Groves CDD.

**ELEVENTH ORDER OF BUSINESS****Discussion of Gate Replacements**

The Board requested that the topic of consideration of gate replacements be tabled until the February 2023 meeting.

**TWELFTH ORDER OF BUSINESS****Discussion of Security Survey  
Results**

The Board received an update of the security service survey from Mr. Allison. He informed the Board that there were 400 responses and that the results were overwhelming in support of maintaining the status quo in how the security services are currently provided between ESS and Securiteam.

**THIRTEENTH ORDER OF BUSINESS****Consideration of Minutes of the  
Board of Supervisors' Meeting held  
on November 1, 2022**

The Board reviewed and made various amendments to the minutes of the November 1, 2022 Board of Supervisors CDD meeting.

On a motion from Mr. Nearey, seconded by Ms. Cunningham, the Board unanimously approved the minutes of the November 1, 2022 CDD Board of Supervisors' meeting, for The Groves CDD.

**FOURTEENTH ORDER OF BUSINESS****Consideration of Operations and  
Maintenance Expenditures for  
September 2022**

The Board members reviewed the Operations and Maintenance Reports for September and October 2022. Ms. Cunningham requested clarification regarding the Screen Cloud and Survey Monkey invoice; whether the Amazon invoice billing address was changed as requested; and information about the incident listed on the waste management invoice. Mr. Allison requested information regarding the Pro Pumps proposal and a July 13th inspection that listed issues with pumps.

On a motion from Mr. Allison, seconded by Mr. Nearey, the Board members unanimously approved to accept and file the September and October 2022 Operations and Maintenance Reports, for The Groves CDD.

**FIFTEENTH ORDER OF BUSINESS****Supervisor Requests**

During Supervisor Requests, Ms. Cunningham requested that the Board consider the re-use of the craft room before it is repaired from the recent smoke incident.

Mr. Boutin provided thanks to the Social Club for setting up the lobby recently. He also asked if in the O&M Report, extra non-essential pages can be removed from the invoices.

**SIXTEENTH ORDER OF BUSINESS****Adjournment**

On a motion from Mr. Nearey, seconded by Mr. Allison, the Board unanimously approved to adjourn the meeting at 1:00 p.m. for The Groves CDD.

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairman/Vice Chairman

## **Tab 8**

# THE GROVES COMMUNITY DEVELOPMENT DISTRICT

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

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

[www.thegrovescdd.org](http://www.thegrovescdd.org)

## **Operation and Maintenance Expenditures November 2022 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from November 1, 2022 through November 30, 2022. This does not include expenditures previously approved by the Board.

The total items being presented:     **\$ 113,954.57**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary



# The Groves Community Development District

## Paid Operation & Maintenance Expenditures

November 1, 2022 Through November 30, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Accoustimac, LLC	100162	4160517374	(15) Acoustic Panels 09/22	\$ 1,192.01
All Temp Air Conditioning & Refrigeration, LLC	100138	20653	HVAC Replace Part - Chiller 06/22	\$ 312.69
Central Termite & Pest Control Inc.	100139	92590	Pest Control Monthly 10/22	\$ 52.00
Central Termite & Pest Control Inc.	100139	92782	Pest Control Monthly Rodent 10/22	\$ 50.00
Central Termite & Pest Control Inc.	100139	93084	Pest Control Quarterly 10/22	\$ 48.00
Charter Communications	20221110	051389101102322 - 9101 11/22	7924 Melogold Cir Back Gate 11/22	\$ 123.11
Charter Communications	20221110	091844201102422 - 4201	7924 Melogold Cir 10/22	\$ 134.22
Christina Cunningham	100140	CC110122	Board Of Supervisors Meeting 11/01/22	\$ 200.00
City of Clearwater	100163	4156233 11/22	7924 Melogold Circle 11/22	\$ 2,362.35
Clean Sweep Supply Co., Inc.	100141	5163	Janitorial Supplies 10/22	\$ 330.58
Clean Sweep Supply Co., Inc.	100164	5340	Service Call - Equipment Repair 11/22	\$ 80.00
Department of Economic Opportunity	100130	86019	Special District Fee FY22/23	\$ 175.00
ESS Global Corporation	100131	102422	Security Services 10/17/22-10/23/22	\$ 1,701.00

# The Groves Community Development District

## Paid Operation & Maintenance Expenditures

November 1, 2022 Through November 30, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
ESS Global Corporation	100142	103122	Security Services 10/24/22-10/30/22	\$ 1,701.00
ESS Global Corporation	100142	11722	Security Services 10/31/22-11/06/22	\$ 1,701.00
ESS Global Corporation	100165	111422	Security Services 11/07/22-11/13/22	\$ 1,701.00
Fitness Logic, Inc.	100132	107780	Quarterly General Maintenance 07/22	\$ 170.00
Florida Department of Revenue	100161	61-8017755714 10/22	Sales & Use Tax 10/22	\$ 63.26
Florida Door Control of Orlando, Inc.	100166	1072599	50% Deposit - Install ADA Door Operators 11/22	\$ 2,543.71
Holiday Lighting of Tampa Bay	100160	1090	50% Deposit - Holiday Lighting 10/22	\$ 4,177.00
James P Nearey	100143	JN110122	Board Of Supervisors Meeting 11/01/22	\$ 200.00
Jimmy Allison	100144	JA110122	Board Of Supervisors Meeting 11/01/22	\$ 200.00
Mr. Electric of Land O' Lakes	100145	29778391	Service Call - RV Lighting 10/22	\$ 2,028.69
Mr. Electric of Land O' Lakes	100167	31986641	Electrical Lighting - Tuff Shed 11/22	\$ 2,662.10
Pasco County Tax Collector	100146	35-25-18-0010-00D00-0000	Non-Ad Valorem Stormwater Assessment 11/22	\$ 2,726.88
Pasco County Tax Collector	100147	35-25-18-0010-00E00-0000	Non-Ad Valorem Stormwater Assessment 11/22	\$ 957.60

# The Groves Community Development District

## Paid Operation & Maintenance Expenditures

November 1, 2022 Through November 30, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Pasco County Utilities	100148	17384659 - 0003115	0003115 - 7924 MELOGOLD CIR 09/22	\$ 33.69
Pasco County Utilities	100148	17452698 - 0356330	0356330 - 7324 Melogold Cir 10/22	\$ 1,429.41
Pasco County Utilities	100148	17452708 - 0356345	0356345 - 0 Festive Groves Blvd 10/22	\$ 31.36
Pasco County Utilities	100148	17452710 - 0356350	0356350 - 7320 Land O Lakes Blvd 09/22	\$ 148.50
Pasco County Utilities	100148	17454979 - 0943510	0943510-7924 Melogold Cir-Reclaim 10/22	\$ 1,957.67
Proteus Pool Service LLC	100133	Grov022	Pool Maintenance Contract 10/22	\$ 1,502.53
Richard Loar	100149	RL110122	Board Of Supervisors Meeting 11/01/22	\$ 200.00
Rizzetta & Company, Inc.	100134	INV0000072645	District Management Fees 11/22	\$ 6,033.34
Rizzetta & Company, Inc.	100150	INV0000072673	Personnel Reimbursement 10/28/22	\$ 9,003.88
Rizzetta & Company, Inc.	100168	INV0000071212	Out of Pocket Expenses 08/22	\$ 150.00
Rizzetta & Company, Inc.	100169	INV0000072705	Out of Pocket Expenses 10/22	\$ 150.00
Rizzetta & Company, Inc.	100170	INV0000072729	Amenity Management & Oversight 11/22	\$ 11,785.87
Securiteam, Inc.	100151	12768103122	Service Call-Back Gate Repair 10/22	\$ 150.00

# The Groves Community Development District

## Paid Operation & Maintenance Expenditures

November 1, 2022 Through November 30, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Spectrum	20221128	166565101110722 -5101 11/22	7924 Melogold Cir - 5101 11/22	\$ 266.95
Steadfast Environmental, LLC	100152	SE-21596	Apply Herbicide - Ponds 10/22	\$ 8,025.00
Steadfast Environmental, LLC	100171	SE-21646	Aquatic Maintenance 11/22	\$ 1,443.00
Steve Gaskins Contracting, Inc.	100153	0001216	Off Duty Deputy & Scheduler Fee 10/22	\$ 524.00
Straley Robin Vericker	100154	22276	Legal Services 09/22	\$ 8,334.67
The Groves CDD	DC111022	DC111022	Debit Card Replenishment	\$ 1,286.11
The Lake Doctors, Inc.	100135	1722347 10/22	Repair Fountain - Jaffa Pond 10/22	\$ 349.00
Times Publishing Company	100137	0000233669 07/13/22	Acct 109332 Legal Advertising 07/22	\$ 136.00
Times Publishing Company	100155	0000252961 10/23/22	Acct 109332 Legal Advertising 10/22	\$ 144.00
Toshiba Financial Services	100136	32685885 10/22	Copier Maintenance/Color Images 10/22	\$ 327.80
Triangle Pool Service	100172	110359	Install Heater - Spa System 11/22	\$ 4,599.95
Tuff Shed Inc.	100173	00771894 BD	Balance Due - Tuff Shed 11/22	\$ 906.00
U.S. Bank	100156	6701743	Trustee Fees S2007 10/1/22-09/30/23	\$ 3,750.00

# The Groves Community Development District

## Paid Operation & Maintenance Expenditures

November 1, 2022 Through November 30, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Waste Management Inc. of Florida	100157	0792400-1568-9	Waste Disposal Services 11/22	\$ 246.24
Wilbur H. Boutin Jr	100158	BB110122	Board Of Supervisors Meeting 11/01/22	\$ 200.00
Wilkes Air Conditioning, LLC	100159	1775	Service Call - HVAC 10/22	\$ 210.00
Withlacoochee River Electric Cooperative, Inc.	20221110	Summary Electric 10/22	Summary Electric 10/22	\$ 6,758.13
Yellowstone Landscape	100174	TM 446963	Monthly Landscape Maintenance 11/22	\$ 11,798.17
Yellowstone Landscape	100174	TM 457689	Irrigation Repairs - Clubhouse 11/22	\$ 1,150.28
Yellowstone Landscape	100174	TM 457690	Install Fall Annuals 11/22	\$ 864.00
Yellowstone Landscape	100174	TM 458510	Hedge Cut Back - Berna Lane 11/22	\$ 2,465.82
<b>Report Total</b>				<b><u>\$ 113,954.57</u></b>