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**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	<b>Board Supervisor, Chairman</b>
Richard Loar	<b>Board Supervisor, Vice Chairman (via conference call)</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>

Also present were:

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

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 receive 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

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