



Rizzetta & Company

The Groves Community Development District

**Board of Supervisors' Meeting
January 8, 2019**

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

www.thegrovescdd.org

THE GROVES COMMUNITY DEVELOPMENT DISTRICT

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

Board of Supervisors	Steve Simon Bill Boutin Wayne Coe Richard Loar Vacant	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Angel Montagna	Rizzetta & Company, Inc.
District Counsel	John Vericker	Straley Robin & Vericker
District Engineer	David Bell	Landmark Engineering & Surveying Corp.

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

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

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

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

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

December 28, 2018

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

Dear Board Members:

The regular meeting of the Board of Supervisors of The Groves Community Development District will be held on **Tuesday, January 8, 2019 at 6:30 p.m.** at The Groves Civic Center, located at 7924 Melogold Circle, Land O' Lakes, Florida 34637. The following is the agenda for this meeting.

- 1. CALL TO ORDER/ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. AUDIENCE COMMENTS**
- 4. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors' Meeting held on December 4, 2018.....Tab 1
 - B. Consideration of Operation & Maintenance Expenditures for November 2018.....Tab 2
- 5. BUSINESS ITEMS**
 - A. Presentation of Aquatics Report.....Tab 3
 - B. Consideration of Proposal for Pond 3A (under separate cover)
 - C. Consideration of Resolution 2019-02, Declaring a Vacant Seat.....Tab 4
 - D. Consideration of Proposals for Control Structure.....Tab 5
 - E. Consideration of Reserve Study Proposals.....Tab 6
 - F. Consideration of Lease Agreement.....Tab 7
 - G. Consideration of Traffic Enforcement Agreement.....Tab 8
 - H. Discussion Regarding Security/Guards
- 6. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. Clubhouse Manager
 1. Review of Monthly Report.....Tab 9
 2. Consideration of Proposal for Wildlife Signs (under separate cover)
 - D. District Manager
 - !. Consideration of ADA Website Proposal.....Tab 10
- 7. SUPERVISOR REQUESTS**
- 8. ADJOURNMENT**

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

Sincerely,
Angel Montagna
District Manager

Tab 1

MINUTES OF MEETING

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

**THE GROVES
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of The Groves Community Development District was held on **Tuesday, December 4, 2018 at 10:00 a.m.** at The Groves Civic Center, located at 7924 Melogold Circle, Land O' Lakes, Florida 34637.

Present and constituting a quorum:

Steve Simon	Board Supervisor, Chairman
Bill Boutin	Board Supervisor, Vice Chairman
Richard Loar	Board Supervisor, Assistant Secretary
Wayne Coe	Board Supervisor, Assistant Secretary

Also present were:

Angel Montagna	District Manager, Rizzetta & Company, Inc.
John Vericker	District Counsel, Straley, Robin & Vericker
Katie Vander Meade	District Engineer, Landmark Engineering
Stephen Fowler	Operations Manager

Audience: **Present**

FIRST ORDER OF BUSINESS **Call to Order and Pledge of Allegiance**

Mr. Simon called the meeting to order and Ms. Montagna performed roll call, confirming that a quorum was present.

Mr. Simon led all those present in reciting the Pledge of Allegiance.

SECOND ORDER OF BUSINESS **Audience Comments**

Mr. Simon asked if there were any audience comments. Pat LaPorta spoke regarding the Golf League event that was held in the ballroom. He stated that better communication was needed.

A resident thanked the Board for helping with the sod project. Another resident commented that the front gate is very annoying.

Ms. Coe thanked the Board, Mr. Fowler and Saro for all of their hard work.

50 **THIRD ORDER OF BUSINESS** **Administer Oath of Office to Newly**
51 **Elected Supervisors**
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53 Ms. Montagna, a notary public in the State of Florida administered the oath of office to
54 Mr. Loar and Mr. Coe prior to the start of the meeting.
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56 **FOURTH ORDER OF BUSINESS** **Review of Form 1 and Sunshine Law**
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58 Ms. Montagna stated that the newly elected Supervisors are already familiar with the
59 Form 1 and Sunshine Law Requirements as they were already sitting on the Board.
60

61 **FIFTH ORDER OF BUSINESS** **Consideration of Resolution 2019-01,**
62 **Designating Officers of the District**
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64 Ms. Montagna presented and reviewed Resolution 2019-01, Designating Officers of the
65 District.
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On a Motion by Mr. Coe, seconded by Mr. Boutin, followed by a vote of all in favor, the Board of Supervisors approved Resolution 2019-01, Designating Officers of the District as follows: Steve Simon – Chairman, Bill Boutin – Vice Chairman – Richard Loar and Wayne Coe – Assistant Secretaries for The Groves Community Development District.

67 **SIXTH ORDER OF BUSINESS** **Consideration of Minutes of the Board of**
68 **Supervisors’ Meeting held on November**
69 **13, 2018**
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72 Mr. Simon presented the minutes of the Board of Supervisors’ meeting held on
73 November 13, 2018. There were changes made to lines 53, 123 and 153.
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On a Motion by Mr. Boutin, seconded by Mr. Loar, followed by a vote of all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors’ meeting held on November 13, 2018 as amended for The Groves Community Development District.

75 **SEVENTH ORDER OF BUSINESS** **Consideration of Operations and**
76 **Maintenance Expenditures for October**
77 **2018**
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80 Mr. Simon presented the Operation and Maintenance Expenditures for October 2018 to
81 the Board. Ms. Montagna read the O&M amount to be \$77,777.01. A discussion ensued
82 regarding a few items in the expenditures.
83

On a Motion by Mr. Boutin, seconded by Mr. Loar, followed by a vote of all in favor, the Board of Supervisors received and filed the Operation and Maintenance Expenditures for October 2018 (\$77,777.01) for The Groves Community Development District.

86 **EIGHTH ORDER OF BUSINESS** **Consideration of Resident Request for**
87 **Fitness Class**
88

89 Ms. Montagna presented the resident request for a fitness class. A discussion ensued.
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On a Motion by Mr. Loar, seconded by Mr. Boutin, followed by a vote of all in favor, the Board of Supervisors advised the resident who is requesting a fitness class to speak with Mr. Fowler regarding her request for The Groves Community Development District.

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92 **NINTH ORDER OF BUSINESS** **Presentation of Aquatics Report**
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94 Ms. Montagna presented the Aquatics Report dated November 15, 2018. A discussion
95 ensued regarding the pond #3A. The Board requested proposals to remedy the oxygen situation. The
96 Board asked why pond #7 was not on the map.
97

98 **TENTH ORDER OF BUSINESS** **Consideration of Resumes for Vacant**
99 **Board Seat**
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101 Ms. Montagna stated that she had only received one resume. A discussion ensued regarding
102 the obligations of the District position.
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On a Motion by Mr. Boutin, seconded by Mr. Loar Boutin, followed by a vote of all in favor, the Board of Supervisors approved leaving the seat vacant until their February meeting to allow time for more resumes to be submitted for The Groves Community Development District.

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105 **ELEVENTH ORDER OF BUSINESS** **Consideration of Proposals for Control**
106 **Structure**
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108 Ms. Montagna presented the proposals for the control structure from G.A. Nichols Company
109 and Finn Outdoor. A discussion ensued. The Board requested that this item be tabled until their
110 January meeting.
111

On a Motion by Mr. Boutin, seconded by Mr. Loar, followed by a vote of all in favor, the Board of Supervisors approved cleaning the pipe and then revisit the elevated grate (not-to-exceed \$2,000.00) for The Groves Community Development District.

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113 **TWELFTH ORDER OF BUSINESS** **Consideration of Revised Proposal for**
114 **Mulch**
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116 Ms. Montagna presented the revised proposal from Yellowstone Landscape for mulch. Mr.
117 Coe made a motion to use American Mulch. Mr. Loar seconded the motion for discussion. A
118 discussion ensued and Mr. Boutin, Mr. Loar and Mr. Simon opposed use of American Mulch.
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On a Motion by Mr. Boutin, seconded by Mr. Coe, followed by a vote of all in favor, the Board of Supervisors approved cleaning the pipe and then revisit the elevated grate (not-to-exceed \$2,000.00) for The Groves Community Development District.

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THIRTEENTH ORDER OF BUSINESS **Staff Reports**

- A. District Counsel
Mr. Vericker gave the Board an update on the lease agreement. The Board reviewed the lease agreement and made some changes. They would like to see the lease agreement on their January meeting agenda.
- B. District Engineer
No report.
- C. Clubhouse Manager
Mr. Fowler presented the Clubhouse Manager report for November 2018.
Mr. Fowler discussed putting a television in the lobby for community news.

On a Motion by Mr. Boutin, seconded by Mr. Loar, followed by a vote of all in favor, the Board of Supervisors approved the request for a television to be placed in the lobby for community news with in-house installation (not-to-exceed \$400.00) for The Groves Community Development District.

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- A discussion ensued regarding table and signs. Mr. Fowler will obtain proposals for the January meeting.
- D. District Manager
Ms. Montagna noted the next scheduled meeting is scheduled for January 8, 2018 at 6:30 p.m. at The Groves Civic Center, located at 7924 Melogold Circle, Land O'Lakes, FL 34637.
A discussion ensued regarding the finance agreement.

On a Motion by Mr. Boutin, seconded by Mr. Coe, followed by a vote of all in favor, the Board of Supervisors approved the Finance Agreement for The Groves Community Development District.

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FOURTEENTH ORDER OF BUSINESS **Supervisor Requests**

Ms. Montagna asked if there were any Supervisor requests. Mr. Boutin stated that he sent an email to Commissioner Moore regarding the cable boxes needing to be cleaned, trimming of the hedges on US 41 and the culvert that goes under the tee box. It was requested that proposals for a reserve study be put on the January meeting agenda.

On a Motion by Mr. Boutin, seconded by Mr. Loar, followed by a vote of three in favor and one opposed (Steve Simon), the Board of Supervisors approved a \$200.00 bonus for Stephen, Jeff and Saro for The Groves Community Development District.

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158 Mr. Boutin stated The Grille sign in the parking needs to be cleaned up. He also spoke
159 about the facility report and the holiday decorations.

160

161 Mr. Loar asked for an update on the Marquis.

162

163 Mr. Coe asked about theft insurance. Ms. Montagna stated that the District did carry theft
164 insurance.

165

166 Mr. Coe thanked the volunteers.

167

168 Mr. Coe stated that PACA has been struggling and the meeting scheduled for December
169 13th may be the last one.

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171 **FIFTEENTH ORDER OF BUSINESS**

Adjournment

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173 Mr. Simon requested a motion to adjourn the meeting of the Board of Supervisors' for
174 The Groves Community Development District.

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On a Motion by Mr. Boutin, seconded by Mr. Loar, and followed by a vote of all in favor, the Board of Supervisors adjourned the meeting at 11:42 a.m. for The Groves Community Development District.

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Secretary/Assistant Secretary

Chairman/Vice Chairman