



Rizzetta & Company

The Groves Community Development District

**Board of Supervisors' Meeting
June 2, 2020**

**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 Richard Loar Jimmy Allison James Nearey Christina Cunningham	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	Katie Vander Meade	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

May 26, 2020

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, June 2, 2020 at 6:30 p.m.** to be conducted via conference call pursuant to Governor DeSantis' Executive Order 20-69 (as extended by Executive Order 20-112) and pursuant to Section 120.54(5)(b)2., Florida Statutes. The following is the agenda for this meeting.

- 1. CALL TO ORDER/ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. AUDIENCE COMMENTS**
- 4. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 1. Discussion Regarding Bid Package for the Micro-Surfacing of the Roads.....Tab 1
 - C. Clubhouse Manager
 1. Review of Monthly Report.....Tab 2
 2. Discussion Regarding Resident Conduct
 - D. District Manager
 1. Announcement Regarding Registered Voter Count.....Tab 3
 2. Presentation of Audit for Fiscal Year Ended 9-30-19.....Tab 4
 3. Discussion Regarding Hiring an Additional Part-time Employee Via Rizzetta Amenity Services
- 5. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors' Meeting held on May 5, 2020.....Tab 5
 - B. Consideration of Operation & Maintenance Expenditures for March 2020.....Tab 6
- 6. BUSINESS ITEMS**
 - A. Aquatics Report.....Tab 7
 - B. Discussion Regarding the Condition of the Bridge.....Tab 8
 - C. Discussion Regarding the Fence Shared with WLP.....Tab 9
 - D. Discussion Regarding Clubhouse Staff
 - E. Discussion Regarding Trees on Berna
 - F. Discussion Regarding Phase II Optional Facility Openings.....Tab 10
 - G. Consideration of HOA Request to use Divers to Retrieve Golf Balls from the District's Ponds
 - H. Consideration of HOA Request to Inject Well Water into Reclaimed Water Pond to Reduce Salinity of Water on Golf Course.....Tab 11

- I. Consideration of Resolution 2020-03, Re-designating the Secretary of the District.....Tab 12
- J. Presentation of Fiscal Year 2020/2021 Proposed Budget (usc)
 - 1. Consideration of Resolution 2020-04, Approving Fiscal Year 2020/2021 Proposed Budget and Setting the Public Hearing on the Final Budget.....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,
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, May 5, 2020 at 10:02 a.m.**, to be conducted by means of communications media technology pursuant to Executive Orders 20-52 and 20-69 issued by Governor DeSantis on March 9, 2020 and March 20, 2020, respectively, and pursuant to Section 120.54(5)(b)2., Florida Statutes.

Present and constituting a quorum:

Bill Boutin	Board Supervisor, Chairman
Richard Loar	Board Supervisor, Vice Chairman
Jimmy Allison	Board Supervisor, Assistant Secretary
Christina Cunningham	Board Supervisor, Assistant Secretary
James Nearey	Board Supervisor, Assistant Secretary

Also present were:

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

SECOND ORDER OF BUSINESS **Audience Comments**

Ms. Montagna asked if there were any audience comments. There were no comments put forth at this time.

THIRD ORDER OF BUSINESS **Staff Reports**

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A. District Counsel

Mr. Vericker spoke regarding the re-opening of the public facilities.

B. District Engineer

Ms. Vander Meade stated that she would have a micro and asphalt request for proposal.

C. Clubhouse Manager

Mr. Fowler presented the Clubhouse Manager report for April 2020.

Mr. Fowler gave updates on the Red Cedars on Berna and Frontier Solutions.

The following proposals were approved:

On a Motion by Mr. Allison, seconded by Mr. Nearey, followed by a vote of all in favor, the Board of Supervisors approved the overall plan for the restroom renovation for The Groves Community Development District.

On a Motion by Mr. Loar, seconded by Mr. Nearey, followed by a vote of all in favor, the Board of Supervisors approved the pool repairs (not-to-exceed \$5,575.00) for The Groves Community Development District.

On a Motion by Mr. Loar, seconded by Mr. Allison, followed by a vote of all in favor, the Board of Supervisors stated that going forward all work over \$2,000 requires multiple proposals be brought before them for The Groves Community Development District.

On a Motion by Mr. Loar, seconded by Mr. Nearey, followed by a vote of all in favor, the Board of Supervisors approved the proposal for the Bocce Courts (not-to-exceed \$13,500.00) for The Groves Community Development District.

It was stated that the Bocce Club is going to contribute.

On a Motion by Ms. Cunningham, seconded by Mr. Nearey, followed by a vote of all in favor, the Board of Supervisors approved the purchase of a pressure washer (Not-to-exceed \$2,000.00) The Groves Community Development District.

On a Motion by Mr. Allison, seconded by Mr. Nearey, followed by a vote of all in favor, the Board of Supervisors approved the A/C Replacement (\$22,600.00-code to reserves) The Groves Community Development District.

D. District Manager

74 Ms. Montagna noted the next scheduled meeting will be on June 2, 2020 at
75 6:30 p.m. at The Groves Civic Center, located at 7924 Melogold Circle, Land
76 O'Lakes, FL 34637. She stated that the Board would be approving their
77 proposed budget for fiscal year 2020/2021 at this meeting.
78

79 **FOURTH ORDER OF BUSINESS** **Consideration of Minutes of the**
80 **Board of Supervisors' Meeting held**
81 **on March 3, 2020**
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83 Ms. Montagna presented the minutes of the Board of Supervisors' meeting held
84 on March 3, 2020. There were no changes made to the meeting minutes.
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On a Motion by Mr. Loar, seconded by Mr. Nearey, followed by a vote of all in favor,
the Board of Supervisors approved the minutes of the Board of Supervisors' meeting
held on March 3, 2020 as presented for The Groves Community Development District.

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87 **FIFTH ORDER OF BUSINESS** **Consideration of Minutes of the Audit**
88 **Committee Meeting held on March 3,**
89 **2020**
90

91 Mr. Montagna presented the minutes of the Audit Committee meeting held on
92 March 3, 2020. There were no changes made to the audit committee minutes.
93

On a Motion by Mr. Loar, seconded by Ms. Cunningham, followed by a vote of all in
favor, the Board of Supervisors accepted the minutes of audit committee meeting held
on March 3, 2020 as presented for The Groves Community Development District.

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95 **SIXTH ORDER OF BUSINESS** **Consideration of Operations and**
96 **Maintenance Expenditures for**
97 **February 2020**
98

99 Ms. Montagna presented the Operation and Maintenance Expenditures for
100 February 2020 to the Board. She read the O&M amount to be \$88,444.26.
101

On a Motion by Mr. Loar, seconded by Mr. Nearey, followed by a vote of all in favor,
the Board of Supervisors received and filed the Operation and Maintenance
Expenditures for February 2020 (\$88,444.26) for The Groves Community
Development District.

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104 **SEVENTH ORDER OF BUSINESS** **Aquatics Report**
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106 Ms. Montagna presented and reviewed the Aquatics Report dated March 18,
107 2020. It was stated that that residents are pleased with how the ponds look. There are
108 still some areas that have some algae.
109

110 **EIGHTH ORDER OF BUSINESS** **Consideration of Proposal for Aeration**
111 **Project**
112

113 Ms. Montagna presented the proposal from Solitude Lake Management for the
114 Aeration System. The Board decided to table this proposal until further notice.

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116 **NINTH ORDER OF BUSINESS** **Discussion Regarding Front Entrance**
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118 This item was tabled.
119

120 **TENTH ORDER OF BUSINESS** **Consideration of Proposal for Golf**
121 **Ball Retrieval**
122

123 Ms. Montagna presented the proposal from PG Golf LLC for the retrieval of the
124 golf balls. A discussion ensued regarding giving the HOA permission to remove the golf
125 balls out of the District's ponds.
126

On a Motion by Mr. Loar, seconded by Ms. Cunningham, followed by a vote of all in favor, the Board of Supervisors approved the HOA moving forward with the proposal for the golf ball retrieval as the District owns the ponds for The Groves Community Development District.

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128 **ELEVENTH ORDER OF BUSINESS** **Ratification of Resolution 2020-02,**
129 **Designating Signatories**
130

131 Ms. Montagna presented Resolution 2020-02, Designating Signatories. She
132 stated that this was a housekeeping item to add the assistant treasurer as a signatory
133 for the operating accounts of the District.
134

On a Motion by Mr. Loar, seconded by Mr. Nearey, followed by a vote of all in favor, the Board of Supervisors ratified Resolution 2020-02, Designating Signatories as presented for The Groves Community Development District.

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136 **TWELFTH ORDER OF BUSINESS** **Supervisor Requests**
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138 Ms. Montagna asked if there were any Supervisor requests. Mr. Boutin spoke
139 about the planting in the right-of-way. Ms. Cunningham stated that people are being let
140 in through the back gate and there is a broken fence on Sunsweet.
141

142 Mr. Loar asked about the number of car break-ins. A discussion ensued. It was
143 also stated that the fence is down at hole 2 and 3 on Pleasant Plains.
144

145 The Board also approved moving forward with Phase 1 and re-opening the public
146 facilities.
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149 **THIRTEENTH ORDER OF BUSINESS** **Adjournment**

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

On a Motion by Mr. Loar, seconded by Ms. Cunningham, and followed by a vote of all in favor, the Board of Supervisors adjourned the meeting at 12:39 a.m. for The Groves Community Development District.

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Secretary/Assistant Secretary

Chairman/Vice Chairman

DRAFT

Tab 2

THE GROVES COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures March 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from March 1, 2020 through March 31, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$76,236.14**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

The Groves Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2020 Through March 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Alien Landscape Design LLC	006895	001	Down Payment on Mulch Project 03/20	\$ 5,754.65
Brighthouse Networks	006889	046594101031020	7924 Melogold Circle-Golf & Club 03/20	\$ 608.22
Brighthouse Networks	006868	051389101022320	7924 Melogold Circle-Back Gate 03/20	\$ 122.81
Central Termite & Pest Control Inc.	006879	64545	Pest Control Monthly 02/20	\$ 50.00
Central Termite & Pest Control Inc.	006879	64657	Semi Annual Service Renewal 02/20	\$ 200.00
Christina Cunningham	006880	CC030320	Board Of Supervisors Meeting 03/03/20	\$ 200.00
Clean Sweep Supply Co., Inc.	006869	00207370	Janitorial Supplies 02/20	\$ 461.50
Clean Sweep Supply Co., Inc.	006896	00207689	Janitorial Supplies 03/20	\$ 261.05
Dynamic Security, Inc.	006890	2000004236	Security Services 02/29/20-03/06/20	\$ 1,221.84
Dynamic Security, Inc.	006897	2000004252	Security Services 03/07/20-03/13/20	\$ 1,425.48
Florida Fire Service, Inc.	006898	0000102673	Fire Extinguisher Recharge/Test 03/20	\$ 507.50
GreatAmerica Financial Services Corporation	006891	26628141	Copier Maintenance/Color Images 03/20	\$ 651.37

The Groves Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2020 Through March 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
James P Nearey	006882	JN030320	Board Of Supervisors Meeting 03/03/20	\$ 200.00
Jimmy Allison	006877	JA030320	Board Of Supervisors Meeting 03/03/20	\$ 200.00
Larry Jauch	006899	031620	Reimbursement Electric Fountain 03/20	\$ 90.00
Navitas Credit Corp	006900	40526618-1 03/20	Security Surveillance 03/20	\$ 1,798.02
Outdoor Furniture Connection, LLC	006892	320201	Cross Strap Dining Chairs 03/20	\$ 1,375.00
Pasco County	006870	13086428	7924 Melogold Circle Hydrant 01/20	\$ 25.48
Pasco County	006883	13149148	7924 Melogold Reclaimed Water 02/20	\$ 1,967.58
Pasco County	006883	Pasco Summary 02/20	Pasco Water Summary 02/20	\$ 1,685.80
Richard Loar	006881	RL030320	Board Of Supervisors Meeting 03/03/20	\$ 200.00
Rizzetta & Company, Inc.	006871	INV0000047415	District Management Fees 03/20	\$ 6,338.75
Rizzetta Amenity Services, Inc.	006884	INV00000000007209	Bi-Weekly Payroll-Insurance Reimbursement 03/20	\$ 6,981.40
Rizzetta Amenity Services, Inc.	006901	INV00000000007293	Bi-Weekly Payroll-Insurance Reimbursement 03/20	\$ 4,980.30

The Groves Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2020 Through March 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta Amenity Services, Inc.	006901	INV0000000007266	Out of Pocket Expenses 02/20	\$ 148.96
Rizzetta Technology Services, LLC	006872	INV0000005626	Email & Website Hosting Services 03/20	\$ 175.00
RLC Pool LLC	006873	1093	Pool Maintenance 02/20	\$ 750.00
RLC Pool LLC	006873	1094	Pool Filter Repairs 02/20	\$ 620.00
RLC Pool LLC	006873	1095	Installed Pool Lights 02/20	\$ 835.00
RLC Pool LLC	006893	1096	Installed Pool Pump 02/20	\$ 950.00
RLC Pool LLC	006902	1164	Pool Maintenance 03/20	\$ 750.00
Solitude Lake Management LLC	006903	PI-A00370439	Lake & Pond Management Services 03/20	\$ 1,486.00
Straley Robin Vericker	006874	17990	Legal Services 02/20	\$ 3,287.30
The Groves CDD	CD368	CD368	Debit Card Replenishment	\$ 3,612.32
The Groves CDD	CD369	CD369	Debit Card Replenishment	\$ 3,971.96
Times Publishing Company	006875	0000056060 02/07/20	Account 109332 Legal Advertising 02/20	\$ 102.80

The Groves Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2020 Through March 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Times Publishing Company	006885	0000058157 02/21/20	Account 109332 Legal Advertising 02/20	\$ 78.80
Universal Protection Service LLC	006876	9778594	Security Officers 02/07/20-02/20/20	\$ 2,410.80
Universal Protection Service LLC	006894	9825750	Security Officers 02/21/20-03/05/20	\$ 1,549.80
Verizon Wireless	006906	9850383212	713738176-00001 03/20	\$ 33.82
Waste Management Inc. of Florida	006886	0513508-1568-7	Waste Disposal Services 03/20	\$ 62.00
Wilbur H. Boutin Jr	006878	BB030320	Board Of Supervisors Meeting 03/03/20	\$ 200.00
Wilkes Air Conditioning LLC	006887	692	Replaced A/C Capacitor 03/20	\$ 210.00
Withlacoochee River Electric Cooperative, Inc	006888	Summary Electric 02/20	Summary Electric 02/20	\$ 5,896.66
Yellowstone Landscape	006905	TM94062	Monthly Landscape Maintenance 03/20	\$ 11,798.17
Report Total				<u>\$ 76,236.14</u>

Tab 3

RESOLUTION 2020-03

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE GROVES
COMMUNITY DEVELOPMENT DISTRICT REDESIGNATING THE
SECRETARY OF THE DISTRICT, AND PROVIDING FOR AN
EFFECTIVE DATE**

WHEREAS, The Groves Community Development District (the "District") is a local unit of special-purpose government organized and existing in accordance with Chapter 190, Florida Statutes, and situated entirely within Pasco County, Florida; and

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

Section 1. Bob Schleifer is appointed Secretary

Section 2. This Resolution and any prior resolutions of the District shall be construed to the maximum extent possible to give full force and effect to the provisions of each resolution. All District resolutions or parts thereof in actual conflict with this Resolution are, to the extent of such conflict, superseded, and repealed.

Section 3. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS ____ DAY OF _____, 2020.

**THE GROVES COMMUNITY
DEVELOPMENT DISTRICT**

CHAIRMAN/VICE CHAIRMAN

ATTEST:

ASSISTANT SECRETARY

Tab 4

RESOLUTION 2020-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE GROVES COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGETS FOR FISCAL YEAR 2020/2021 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of The Groves Community Development District (“**District**”) prior to June 15, 2020, proposed budgets (“**Proposed Budget**”) for the fiscal year beginning October 1, 2020 and ending September 30, 2021 (“**Fiscal Year 2020/2021**”); and

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

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

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2020/2021 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

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

DATE:	August 4, 2020
HOUR:	10:00 a.m.
LOCATION:	The Groves Civic Center 7924 Melogold Circle Land O’ Lakes, FL 34637

**Please note that pursuant to Governor DeSantis’ Executive Order 20-69 (as extended by Executive Order 20-112 and as it may be further extended or amended) relating to the COVID-19 public health emergency and to protect the public and follow the CDC guidance regarding social distancing, such public hearing and meeting may be held telephonically or virtually. Please check on the District’s website for the latest information: <https://www.thegrovescdd.org/>.*

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

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

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

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

PASSED AND ADOPTED THIS 2ND DAY OF JUNE, 2020.

ATTEST:

**THE GROVES COMMUNITY
DEVELOPMENT DISTRICT**

Assistant Secretary

By: _____
Its: _____

Exhibit A: Approved Proposed Budget for Fiscal Year 2020/2021

Exhibit A:

Approved Proposed Budget for Fiscal Year 2020/2021