



**THE GROVES COMMUNITY DEVELOPMENT DISTRICT
EMERGENCY MANAGEMENT PLAN**

The Groves Community Development District

7924 Melogold Circle

Land O Lakes, Florida 34637

813-995-2832

The Groves Community Development District has developed this Emergency Management Plan to assist our staff in identifying critical actions that need to be undertaken prior to a major catastrophic event such as flooding, hurricanes, tornados or other major events. The focus of this event will address the Groves Community Development District's Plan.

1. THE GROVES COMMUNITY DEVELOPMENT DISTRICT PRE-PLAN

The Groves Community Development District ("CDD") is a governmental unit created to serve the long-term specific needs of a community. Created under Chapter 190 of the Florida Statutes, a CDD's main powers are to plan, finance, construct, operate and maintain community-wide infrastructure and services specifically for the benefit of its residents. There are over 600 CDD's in Florida and many of the current CDD's were established between the housing booms of 2003-2008.

A CDD is governed by a Board of Supervisors which is elected initially by the landowners, then begins transitioning to residents of the CDD after six years of operation. Like all municipal, county, state, and national elections, the Office of the Supervisor of Elections oversees the vote, and CDD Supervisors are subject to state ethics and financial disclosure laws. They basically serve as publicly elected officials. The CDD's business must be conducted in the "Sunshine," which means all meetings and records are open to the public. Public hearings are held on CDD assessments, and the CDD's budget is subject to annual independent audit.

Section 190.011 provides for the general powers of a CDD. It is a legal entity that has the power and right to enter into contracts; own both real and personal property; adopt by-laws, rules and regulations and orders; sue and be sued; obtain funds by borrowing; issue bonds; and impose assessments and levy taxes on property within the district. Actions against a CDD are subject to the sovereign immunity provisions of section 768.28, Florida Statutes. Section 190.012, Florida Statutes gives special powers of the CDD to a defined set of services and facilities. They are to finance, fund, plan, establish, construct or operate the following within the district:

- Water management and control
- Water supply
- Bridges and culverts
- District roads, sidewalks and street lights
- Parking
- Investigation and remediation of environmental contamination
- Conservation areas, parks and recreational facilities
- Reclaimed water

- Fire prevention and control
- Community facilities and related structures, including a spacious ballroom and grill operations.
- Security, but not the exercise of any police power

The cost to operate a CDD is borne by those who benefit from its services. A CDD allows the developer to finance the costs of construction with a CDD bond through tax-free municipal bonds. The property owners in the CDD are then subject to a non-ad valorem assessment, which appears on their annual property tax bill from the county tax collector and may consist of two parts: (1) an annual assessment for operations and maintenance, which can fluctuate up and down from year to year based on the budget adopted for that fiscal year; and (2) an annual capital assessment to repay bonds sold by the CDD to finance community infrastructure and facilities.

2. EMERGENCY PLANNER FOR THE GROVES COMMUNITY DEVELOPMENT DISTRICT:

In the event one needs to reach out to our CDD Emergency Planer, residents can contact our CDD Operations Manager at the following numbers.

Mr. Stephen Fowler
CDD Operations Manager
Clubhouse Number: 813-995-2832
Cell: 931-801-2550

3. ADDITIONAL EMERGENCY NUMBERS THAT RESIDENTS SHOULD BE AWARE OF FOR EMERGENCY PLANNING PURPOSES

There are a number of additional telephone numbers that each resident should have in their passion in the event of an emergency situation involving their family or themselves. These include:

- Fire, Police, Ambulance, or Paramedics: Dial 911
- The Grove's Gatehouse: (813) 883-2865
- Poison Control: 1(800) 222-1222
- Weather Service: (813) 645-2506
- PASCO County Animal Control: (813) 929-1212
- Florida Emergency Information Line: 1(800) 342-3557
- Withlacoochee River Electric Cooperative: (352) 567-5133
- PASCO County Utilities (Water): (813) 847-8144

- Clearwater Gas Systems (Natural): (727) 224-1020
- Verizon Telephone / Internet Service: 800-483-4000
- Spectrum Networks: 813-788-7634 Identify as a Bulk Cable Customer

While this Emergency Management Plan provides additional information, it is important to remember that the CDD has a number of pre-plan tasks that must be required with limited staffing, so during a major emergency residents need address their own needs and determine what courses of action they need to take during a county wide alert notification.

4. CRITICAL ACTIONS TO BE TAKEN BY THE CDD IN THE EVENT OF A POTENTIAL MAJOR CATASTROPHIC EVENT (Hurricane, Tornado, Flood).

There are many catastrophic events that could occur in Florida but this plan is focused on those that could pose an immediate threat to our community. The CDD has limited staffing here in the community and their time prior to an immediate threat will be consumed addressing a broad range of facility activities that require securing all CDD assets to preclude them from becoming a safety concern to our employees as well as our residents. Hurricane Irma is a recent example of pre-planning to secure all CDD assets before an event like this occurs again. The following are actions which require the CDD attention prior to a major event occurring.

CLUBHOUSE:

- Secure all windows.
- Remove all non-permanent signage.
- Remove and store bike racks in front of clubhouse.
- Remove all stakes and ropes around the clubhouse and store for safety purposes.
- Remove and store cigarette butt trash containers around clubhouse.
- Take down flags in front of clubhouse.
- Stack all chairs and tables inside the lanai by hallway.
- Provide updates on CDD website.
- Secure clubhouse doors.
- Take the wall clock off the wall in the lanai.
- Secure the screen doors.
- Turn off electrical power when appropriate.
- Remove and store any potted plants in the Lanai.
- Remove and store flags.

POOL:

- All chairs and lounge chairs to be put into the community center building.
- Tables and umbrellas to be put into the community lanai adjacent to the Vesh Grill.
- Poles on pool fences to be removed and secured.
- All pool equipment should be locked and secured.
- Circuit breakers to pool, switch to off position.
- Make sure both outside bathrooms doors are locked.
- Secure all signs and materials left in the back of the community center.
- Take down wind screens.
- Secure ADA lift and remove battery pack and cover for storage.
- Remove and store all potted plants.
- Remove and store the moveable grill.

TENNIS COURTS:

- Clear all equipment from the tennis courts and pickle ball court's.
- Secure all poles [water squeegee, broom].
- Tennis court lights, put circuit breaker to the off position.
- Secure entrance door to court.
- Secure and store all chairs and umbrellas on the tennis courts.
- Remove and store all wind screens.
- Secure white box trash cans, near the tennis court.
- Remove and secure all tennis netting.

BOCCE COURTS

- Remove all sun protection shades and cables from the bocce courts.
- Remove and store trash receptacle.
- Secure and store metal table.
- Secure benches by court.
- Secure and store cabinets and equipment.
- Remove and store all bocce balls from cabinet.

SHUFFLEBOARD COURTS:

- Remove and secure shuffleboard equipment.

- Secure benches on the court.

PONDS:

- Inspect all pond weirs; make sure they are clear of debris before an event.
- Inspect and clear debris from all culverts.
- Inspect all ponds and weirs after the emergency for debris.
- Ponds will need to be cleared of all debris.

FENCED IN AREA USED BY CONTRACTORS:

- Require all loose equipment, parts, and supplies to be secured by each contractor.
- Secure tables and chairs located in this area.

BACK GATE:

- Remove wind screen on back gate.

MAINTENANCE BUILDING:

- Remove and store trash container.
- Police up all loose material in the fenced in area behind the maintenance area that pose a potential projectile threat.

RV PARK:

- Inspect RV Park to ensure that renters have not left items in the park that could become flying debris during an emergency.
- Contact, where appropriate, RV renters and direct removal of all potential flying debris from their parking spaces.

PIER:

- Remove life preserver from bridge.
- Secure benches on Pier.
- Remove and store trash container.

BUTTERFLY PARK:

- Remove and store trash container in the park.
- Secure and store the Memorial Plaque in the park.

DOG PARKS:

- Secure park benches and remove and store all chairs.
- Remove and store fresh water containers.
- Remove and store stakes and rope that is used to cordon off areas.

GUARDHOUSE:

- Remove and store entrance and exit gates based upon related risks of projected events.
- Remove any loose signage that could pose a threat if propelled.
- Turn off all electrical power in guardhouse.
- Remove and store flag at front entrance.

WELL HOUSE:

- Turn off all electrical power in the well house.

CDD WEBSITE:

- Provide updates to the CDD website so residents have the latest information on each emergency situation.

5. CRITICAL ACTIONS FOLLOWING A MAJOR CATASTROPHIC EVENT (Hurricane, Tornado, Flood).

- Landscape vendor needs to inspect all common ground, after emergency, they are responsible to clear all debris on common ground.
- After emergency, take pictures of all damage areas.
- Coordinate with PASCO County for debris pickup.

NOTE: The clubhouse will likely be closed during each major emergency event so residents should not expect this facility to become a sanctuary. The CDD Board however can decide to open the clubhouse should it be determined to be necessary for shelter purposes when no other alternate is feasible.

6. STAFFING SUPPORT FOR THE CDD: The CDD on site organization has minimal staffing in the event of a major catastrophic event such as outlined above. As a result plans need to begin 3-4 days out prior to such events. The CDD should begin to take action with those aspects that first do not have an immediate impact on our operations and work progressively on those actions that will curtail all operations. Never the less, volunteers will be needed to help where support can be found. It is therefore proposed that the following organizations provide assistance to this plan so that the CDD staff can concentrate in areas not truly covered in the staffing event preparations.

- The Bocce Ball Club can assist in taking action to remove and/or secure all Bocce Ball Court equipment, shades, tables and benches.
- The Tennis and Pickle Ball Clubs can assist in taking action to remove and/or secure all Tennis and Pickle Ball Court equipment, windscreens, umbrellas, chairs, storage lockers, trash containers.
- The Shuffle Board Club can assist in taking action to remove and/or secure all Shuffle Board Court equipment and benches.
- Our Pet Owners could also assist in the removal, storage and securing of those items that have been identified at the Pet Park with direction and support of the CDD.
- The landscape contractors for the CDD needs to be called in to take whatever action that is within their realm to address potential elimination of debris by trimming trees and palms before the event. This may require a contract modification. After the event we need to make sure that they will be immediately available to support the CDD as requirements are identified.

7. Alert Notification System: The CDD does not have an emergency notification system but updates can be obtained from PASCO County. Those interested in such notifications can go to the PASCO County Emergency Management website and sign up for these notifications, which will automatically be sent to your cell phone.

8. Pre-Event Checks: It is also appropriate for the CDD to conduct periodic checks prior to any major catastrophic event on these aspects of our operation that could result in major problems in our final preparations for a major event. The following items should be checked as identified:

- All drainage structures (weirs, culverts, and other drainage structure) should be check twice monthly to ensure that they are operationally ready to handle any extreme water event.

- The battery for the pool lift should be checked weekly to ensure it is changed as well as the charge on the backup battery.
- The air conditioning should be checked on a daily basis to make sure that each temperature control box is set on the standard operating temperature prescribed by the manufacturer.
- During the winter months the temperature for the pool should be checked on a weekly basis to ensure the prescribed temperature is not below or above its stated operating level.
- A weekly check should be made of each defibrillator to make sure they are all operational.
- Conduct a monthly fire alarm system check to make sure the system is operational.
- Check all fire extinguishers on a monthly basis and ensure their inspection update is performed as required.