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**THE GROVES COMMUNITY DEVELOPMENT DISTRICT**

**October 3, 2012 Minutes of Meeting**

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BY: .....

**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, October 3, 2012 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:

Dave Colflesh	<b>Board Supervisor, Chairman</b>
Sally Semple	<b>Board Supervisor, Assistant Secretary</b>
Mike Hicks	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Scott Brizendine	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
John Vericker	<b>District Counsel, Straley &amp; Robin</b>
David Bell	<b>District Engineer, Landmark Engineering</b>
Dawn Renner	<b>Clubhouse Manager</b>
Kelly Evans	<b>Rizzetta Amenity Services, Inc.</b>
Audience	

**FIRST ORDER OF BUSINESS**

**Call to Order and Pledge of Allegiance**

Mr. Colflesh called the meeting to order and Mr. Brizendine performed roll call confirming that a quorum was present.

Mr. Colflesh led all those present in reciting the Pledge of Allegiance. He asked the Supervisors if they had any items to add to the agenda. Mr. Hicks indicated that he had one and Mr. Colflesh stated that he had one item as well.

**SECOND ORDER OF BUSINESS**

**Consideration of Minutes of the Board of Supervisors' Continued Meeting held on September 4, 2012**

On a Motion by Ms. Semple, seconded by Mr. Hicks, and followed by a vote of all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on September 4, 2012 as presented for The Groves Community Development District.

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**THIRD ORDER OF BUSINESS**

**Presentation of Operation and  
Maintenance Expenditures for August  
2012**

The Board of Supervisors reviewed the expenditures and a brief discussion ensued regarding the invoice from golf cart depot for \$2,019. It was noted that the invoice was to repair the maintenance cart. Mr. Colflesh accepted the expenditures, totaling \$82,208.47, as presented.

**FOURTH ORDER OF BUSINESS**

**Discussion Regarding Natural Design  
Invoices**

Mr. Vericker explained that Natural Design was terminated as the landscape contractor for cause and payment in the amount of \$10,000 withheld due to damages. He stated that he responded to Natural Design's request for payment by sending them a letter outlining the damages, etcetera that are the basis for not paying them the amount they feel is owed. Mr. Vericker stated that he has not received anything back from the vendor, but will update the Board if and when that occurs.

**FIFTH ORDER OF BUSINESS**

**Review of Costs to Comply with  
SWFWMD Irrigation Guidelines**

Mr. Bell led discussions relating to the reclaimed water project, stating that following last month's meeting, he contacted Pasco County Utilities regarding clarification on when construction will be initiated, costs associated with the project and ongoing costs. He stated that SWFWMD has conservatively estimated costs for the project at \$200,000 and has obtained a grant to cover \$100,000 of the cost. The District and the County will each be responsible for \$50,000. It was noted that the District will be asked to pay a portion of its costs in 2013 with the final payment in 2014 and \$30,000 was budgeted this year and an additional \$30,000 will be included in next year's budget. Mr. Bell stated that SWFWMD will be obtaining proposals for the design work shortly and the project will move on from there. He confirmed that the plan has not changed and the retention pond will be dug out of the existing pond behind the pump house; the water will come in off of Pleasant Plains Parkway, across the wetland behind hole number one, and then they plan to jack and bore under the golf course, road and parking lot to get to the pond. Mr. Colflesh asked that Mr. Bell verify that a plan will be in place to address the District's needs to irrigate the golf course during the construction because once the intake valve is above the water level and an alternative method of obtaining water will need to be in place. He also asked for further clarification regarding an automated switch to address the District's needs should reclaimed water levels become too low. Mr. Bell stated that the County is aware that the District wants to be involved throughout the process and he will be meeting with the engineer, once selected, to ensure that the District's concerns are addressed during construction. Mr. Colflesh expressed concern that there might be some additional engineering costs associated with this and recommended that additional funding be included in future budgets to account for it.

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**SEVENTH ORDER OF BUSINESS**

**Consideration of Amenity Management Agreement**

Ms. Evans stated that the current contract with Rizzetta Amenity Agreement has expired and she has provided a renewal agreement for the next three years.

Ms. Evans stated that pricing and staffing levels are the same as the previous contract and the only change relates to defining the role of the manager as an operations manager and not just a clubhouse/amenity manager. Ms. Evans reviewed the staffing that is provided as part of the agreement; including one full time and part time staff at the clubhouse, 40 hours a week for pool and field maintenance, as well as the operations manager. Mr. Colflesh stated that this is what he considers a friendly contract in that it allows for modifications based on the needs of the community and termination if so desired with 60 days notice. He indicated his satisfaction with the performance of Rizzetta Amenity Services.

A brief discussion ensued regarding what the agreement includes and it was noted that the costs include salaries, payroll administration costs, workman's comp costs, recruitment and employee screening costs. Mr. Hicks recommended that the matter be tabled given that there are only three supervisors present and he has some questions that he would like to address with Rizzetta outside of the meeting. Mr. Vericker stated that the contract is not with the CDD, but with management and therefore no Board action was needed; the discussion is primarily to ascertain whether the Board would like to make any changes to the level of service that is being provided or is satisfied with what is in place. He confirmed that the contract amount was approved as part of the budget process. Mr. Colflesh recommended that Mr. Hicks meet with Ms. Evans regarding his questions and if they are not resolved to his satisfaction, bring the matter back to the Board next month for further discussion.

**EIGHTH ORDER OF BUSINESS**

**Discussion Regarding the Stormwater System**

Mr. Colflesh stated that at the last meeting Mr. Bell provided the Board with a report regarding the northern end of the District, which is defined as from the aqua range up to the rear gate in general terms. He stated that he had a resident express some concern with drainage issues on the golf course and he forwarded those concerns on to Mr. Brizendine and Mr. Bell. Mr. Bell was asked to present a detailed report relative to the concerns to the Board today. Mr. Bell reviewed the interconnected drainage areas throughout the area and reported on clean-up that occurred around drainage structures and ditches dug out that improved the flow of water, but there still appears to be some issues with water elevations in Wetland F. He recommended that the area be surveyed to determine if the proper heights are in place or there are other blockages in the wetland. Mr. Bell confirmed that he would have the survey team carry a shovel with them to clear minor blockages and that the wetland permit does allow for corrections to allow for the natural flow of water. He estimated the cost to be approximately \$500. Mr. Bell emphasized that he does not believe there is a major drainage issue, but rather a water saturation one at the edge of the golf course.

On a Motion by Ms. Semple, seconded by Mr. Hicks, and followed by a vote of all in favor, the Board of authorized District Engineer to survey the water levels in Wetland F to ascertain if there are any blockages impacting them as discussed for The Groves Community Development District.

A brief discussion ensued regarding concerns with water flow into Connerton at the bridge at the rear gate and it was noted that a request has been made for as-built drawings, so the matter can be addressed. Mr. Brizendine will keep the Board informed of the status.

Mr. Bell stated that he would provide a report to the Board once the survey is complete.

**NINTH ORDER OF BUSINESS**

**Discussion Regarding Proposed Contract  
with Steve's World of Golf Relative to Pro  
Shop**

Mr. Colflesh stated that the HOA has a license agreement with the CDD to manage the pro Shop and they are interested in entering into an agreement with Steve's World of Golf to provide and manage the inventory. He explained that the terms of the license agreement require that the CDD approve any agreements that they enter into. Mr. Vericker stated that he has reviewed the contract and only has a couple of concerns. The first being that Steve's World of Golf provide proof of adequate insurance to cover the inventory in the event of a fire or other loss and that the CDD be named as an indemnified party. The second concern relates to the terms of the agreement in so far as it is a year agreement with the option to continue with a ninety day out thereafter and the fact that the license agreement with the HOA is on a month to month basis. He stated that the Board has the authority to grant the HOA authorization to enter into the agreement if it deems it appropriate.

A representative of the HOA stated that Steve's World of Golf would provide the necessary insurance once the contract has been approved and the agreement calls for the District to be named as an indemnified party. She asked that the Board grant the HOA authorization to enter into the year long contract based on its history of being a good tenant. The Board acknowledged its support and it was agreed that clubhouse management would issue a letter of understanding to the HOA.

On a Motion by Ms. Semple, seconded by Mr. Hicks, and followed by a vote of all in favor, the Board granted the HOA authorization to enter into an agreement with Steve's World of Golf and asked Clubhouse Management to send a letter of understanding explaining that approval is contingent of receipt of the proper insurance documentation and the HOA agrees to hold them to the terms of the agreement for The Groves Community Development District.

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**TENTH ORDER OF BUSINESS**

**Supervisor Requests**

Mr. Colflesh asked that management contact the County regarding the status of the permit to install the handicap pool lift as it is been in permitting for an extensive period of time. Mr. Brizendine stated that he would look into the matter.

Mr. Hicks expressed concern with the planned repairs to the bridge between holes 13 & 14 and he has heard comments from several residents that this approach is only applying a band aide on the problem and not addressing the real issue. He stated that he would like the District to obtain pricing to replace the underlying cross-beams. A brief discussion ensued regarding whether or not the cross-beams need to be replaced and an inspection that was completed four years ago. Mr. Brizendine stated that Warwick Hall was contacted and did come out and complete a follow-up inspection and their recommendation was to repair the wear decking but indicated that the underlying boards were in good shape. However, they have not provided a written report and seem to be hesitant to do so. Mr. Brizendine recommended that an independent inspection be obtained and a scope of services be prepared that can be utilized in obtaining proposals. Mr. Hicks recommended that he would just like to see the cost of one of the boards attained so an estimate can be made of what it may cost to make the repairs with volunteer labor. Ms. Semple expressed concern with having non-licensed, bonded, individuals determining what needs to be repaired. Following a brief discussion, it was decided to hire Bracken Engineering to inspect all of the bridges.

<p>On a Motion by Ms. Semple, seconded by Mr. Hicks, and followed by a vote of all in favor, the Board authorized Management to hire Bracken Engineering to complete an inspection of all the bridges throughout the community for The Groves Community Development District.</p>
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A request was made that this information be used to determine if additional funds need to be replaced in the reserve funds for future bridge repairs. Mr. Bell spoke briefly on the qualifications of the firms that constructed the bridges and issues with obtaining structural engineers to do this type of work. He confirmed that the bridges were certified as structurally sound at the time they were built and by Warwick Hall following their initial inspection.

**ELEVENTH ORDER OF BUSINESS**

**Staff Reports**

- A. District Counsel  
No Report.
- B. District Engineer  
No Report.
- C. Clubhouse Manager  
Ms. Renner reported that the HOA has agreed to split the cost of the alarm beacon that was approved last month pending HOA approval.

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Ms. Renner touched briefly on the monthly operations report noting that many of the maintenance items addressed were completed by the in-house maintenance person. She expanded on the types of items that he does for the Community.

D. District Manager

Mr. Brizendine reminded the Board that the next meeting will be held on Wednesday, November 7<sup>th</sup> as the first Tuesday is Election Day. He informed the Board that the new terms do not take place until the second Tuesday after the election or November 20<sup>th</sup>. He confirmed that the new Board would not be active until the December meeting.

Mr. Brizendine stated that Ms. Thompson asked that he bring up the possibility of having temporary bar codes available for residents who have to use a rental car due to an accident or other short term situation. He stated that this has been discussed previously and the Board voted against this.

A brief discussion ensued regarding the ability to do this. It was noted that while it is possible to make the bar codes active for a specific time period, car rental agencies prefer that nothing be affixed to their vehicles. The Board decided not to change the existing policy.

**TWELFTH ORDER OF BUSINESS**

**Audience Comments**

A resident inquired as to whether golf carts are allowed on sidewalks. Mr. Brizendine stated that the District is unique that it has been designated as a golf cart community and allows golf carts on the streets. He stated that he could not give a definitive answer right now as he would need to review the policy, but sidewalks are generally reserved for pedestrians. The general consensus of the Board was that the policy was intended to allow golf carts on the streets and the sidewalks should be for pedestrian use. Legal opinion was expressed that while driving the carts on the sidewalks presents a liability issue for the driver, but it is hard to enforce these types of issues as the District does not have the ability to assess fines. He recommended that the Board take an educational approach before going down that lane. A request was made that notices be posted on the website and TV reminding residents of the policy and bring the matter back to the Board next month for the purpose of establishing a procedure for issuing warnings.

The HOA requested whether the CDD would be looking to the HOA for a portion of the \$50,000 for the reclaimed water system. It was noted that the project is considered infrastructure related and as such would be a CDD expense. However, the cost of the water once complete will be shared.

Other comments were entertained regarding the possibility of utilizing marine decking or composite decking on the bridges, repairs that were made on Ambersweet, the possibility of applying the bar code on a sticker than can be taped to the window rather than permanently affixed to the window, and funding for the reclaimed water pond. It was noted that the repairs on Ambersweet was a pothole not a sinkhole.

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A brief discussion ensued regarding whose responsibility it is to repair sidewalks in front of resident's home. It was noted that HOA documents state that if the damage is caused by something owned by the resident such as a tree or an irrigation leak, etc. than it is the property owners responsibility.

**THIRTEENTH ORDER OF BUSINESS**

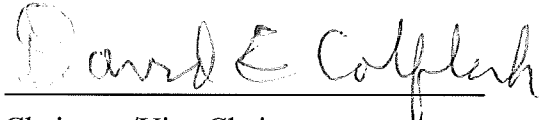
**Adjournment**

On a Motion by Ms. Semple, seconded by Mr. Hicks, and followed by a vote of all in favor, the Board of Supervisors adjourned the meeting at 11:27 a.m. for The Groves Community Development District.



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Secretary/Assistant Secretary



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Chairman/Vice Chairman