



GREATER GROVES

Greater Groves HOA Board Meeting Agenda

Located at the Pool/Clubhouse

August 9, 2024 at 7PM

Old Business

- Approval of Minutes from the Last HOA Meetings Held on May 10, 2024
- Financial Report
 - \$10 HOA Membership Dues Reminder

New Business

- Discuss/Vote on Insight Pool and Spa Contract
- Discuss/Vote on Christmas Light Budget
- Discuss/Vote on Election Letter
- Discuss/Vote on Making Changes to PUD
- Discuss/Vote on HOA Statute Changes

- Resident Open Forum

- Adjournment- Next HOA Board Meeting is scheduled for September 13, 2024, 7pm, at the Pool/Clubhouse. Please check the website (www.GreaterGrovesHOA.com) for updates.



GREATER GROVES

POOL CLEANING SERVICES CONTRACT

SCOPE OF WORK

Greater Groves Homeowners Association is of the opinion that the contractor has the necessary experience and abilities to provide the pool cleaning services required by Greater Groves Homeowners Association. The contractor is agreeable to providing such pool cleaning services to Greater Groves HOA on the terms and conditions set out in this agreement.

- From April 1st through September 30th Dave Escobar, owner of Insight Pool and Spa Solutions, will visit the property four days a week providing services as necessary. During the slow season of October 1st through March 31st Dave with Insight Pool and Spa Solutions will visit twice a week providing services as necessary. These services include:
 - Pool vacuumed as needed
 - Pool surface skimmed as needed
 - Filter backwashed as needed
 - Gutter ledge cleaned of leaves as needed
 - Pump baskets cleaned
 - Pool equipment operation inspected
 - Pool walls, floor, and tile to be brushed as needed
 - Water tested and balanced each visit

- A log will be maintained of all chemical readings and shared with the Greater Groves Office Secretary.
- Dave Escobar with Insight Pool and Spa Solutions will order chlorine and tile cleaner through a 3rd party supplier and Greater Groves HOA will be responsible for these costs.
- Dave with Insight Pool and Spa Solutions will provide any acid, shock, and miscellaneous chemicals needed.
- Dave Escobar with Insight Pool and Spa Solutions will maintain contact with the Office Secretary and make the HOA aware of any leaks or maintenance problems with the pool and pool equipment. He will also schedule the repair with a 3rd party vendor and communicate as necessary with the Office Secretary.
- All empty chemical containers will be disposed of properly.

TERMS OF AGREEMENT: The term of this agreement will begin on the date of this agreement and will remain in full force and effect for one calendar year (12 months).

DESCRIPTION OF WORKSITE: The worksite at which the Contractor is engaged to perform work is located within the Greater Groves Community. The physical address is: 15100 Greater Groves Blvd. Clermont, FL 34714. The areas covered in this contract are all common areas and are to be defined as the pool area, screen room, bathrooms, HOA office, playground, tennis court, and basketball court.

HOA CONTACT INFORMATION AND REPRESENTATIVE: The Greater Groves HOA shall provide the contractor with appropriate points of contact for purposes of communications during the execution of work. Appropriate points of contact include a member of the board of directors or the HOA secretary. The HOA designates _____ as the HOA's representative to enter into this contract and to authorize all changes to this contract.

PERFORMANCE: Both parties agree to do everything necessary to ensure that the terms of this agreement take effect.

COMPENSATION: The Contractor will charge the Greater Groves HOA a flat fee of _____ for services rendered monthly. Every month the Contractor shall send an invoice via email to GreaterGrovesHOA@gmail.com which shall include the following:

1. A list of the work accomplished at the worksite during the prior month.
2. The total amount that Greater Groves owes the Contractor for the work performed.

No later than 30 days after Greater Groves receives the invoice from the Contractor, Greater Groves shall pay the Contractor the total amount set forth in the invoice for all regularly scheduled work and/or any approved extra work.

CAPACITY/INDEPENDENT CONTRACTOR: In providing the services under this agreement it is expressly agreed that the contractor is acting as an independent contractor and not as an employee. The contractor and Greater Groves HOA acknowledge that this agreement does not create a partnership or joint venture between them, and is exclusively a contract for service. Greater Groves HOA is not required to pay, or make any contributions to, any social security, local, state, or federal tax, unemployment compensation, worker's compensation, insurance premium, pension, or any other employee benefit for the Contractor during the term of the contract. The Contractor is responsible for paying, and complying with reporting requirements for, all local, state, and federal taxes related to payments made to the Contractor under this agreement.

INDEMNIFICATION: Except to the extent paid in settlement from any applicable insurance policies, and the extent permitted by applicable law, each party agrees to indemnify and hold harmless the other party, and its respective affiliates, officers, agents, employees, and permitted successors and assigns against any and all claims, losses, damages, liabilities, penalties, punitive damages, expenses, reasonable legal fees and costs of any kind or amount whatsoever, which

result from or arise out of any act or omission of the indemnifying party, its respective affiliates, officers, agents, employees and permitted successors and assigns that occurs in connection with this agreement. This indemnification will survive the termination of this agreement.

ASSIGNMENT: Contractor may not assign this contract or any right or liability hereunder or enter any subcontract hereunder or amendment thereto without prior written consent. If Greater Groves HOA gives the Contractor prior written consent to subcontract a portion of the work that is the subject of this contract the Contractor agrees to the following:

1. The Contractor shall ensure that any subcontractor's name and qualifications are submitted to the Greater Groves HOA no later than 7 days before the date that the subcontractor begins working at the worksite.
2. The Contractor must supervise any subcontractor and guarantee the subcontractor's work quality.

TERMINATION OF CONTRACT: Either party may terminate this contract at will by sending written notice of termination to the other party. Any at-will termination will take effect 30 days after the date that the terminating party sends a notice of termination to the other party.

PROTECTION OF CONTRACTOR'S PROPERTY: The Contractor understands that the Greater Groves HOA is not an insurer and that the Contractor is responsible for securing, safeguarding, and protecting against damage and theft of Contractor's and any of the Contractor's employees' or subcontractors' material and/or supplies.

PROTECTION OF GREATER GROVES HOMEOWNERS ASSOCIATION

PROPERTY: The Contractor must use reasonable effort to protect the worksite from damage, including all existing plant materials, structures, facilities, utilities, and natural areas, both above and below ground. As soon as possible after the Contractor discovers any damage to the worksite, the Contractor shall report the damage to the HOA. If the Contractor or one of its employees causes any damage to the worksite, the Contractor will, at the expense of the Contractor, ensure that the damaged object or area is restored to the state that it was in before the Contractor or its employee causes. The Contractor must use best practices to protect the Greater Groves Community from chemical or other contaminate spills.

SAFETY MEASURES: The Contractor shall comply with all applicable laws, ordinances, rules, regulations, and orders of any public authority, including but not limited to OSHA, related to the safety of persons and protection of property. The Contractor shall initiate, maintain, and supervise all safety precautions and programs in connection with the cleaning services.

EXTRA WORK: (a) Extra work means any work that is not listed under "Scope of Work". If the Contractor discovers that any work is necessary to maintain the common areas in a superior condition, the Contractor shall notify the Greater Groves contact person of the need for the extra work as soon as it is practically possible after the Contractor's discovery. If the Greater Groves contact person agrees that the extra work is necessary, the Contractor may submit to Greater

Groves an itemized, written cost proposal relating to the extra work. The Greater Groves HOA retains the right to reject any cost proposal and to perform the extra work through its own forces, or the use of an alternate contractor. **(b)** If Greater Groves approves any extra work and unless the parties agree to a different deadline for the Contractor's beginning the extra work, the Contractor shall begin the work no later than 14 days after the date the Contractor receives the written approval from Greater Groves, and shall complete the work within a reasonable amount of time. **(c)** If the Contractor contracts someone other than its employees to complete the work then the Contractor must coordinate with the new contractor to ensure the work is performed in a timely manner.

ENTIRETY OF CONTRACT:

This contract and the appendices constitute the entire understanding and agreement between the parties regarding cleaning services. No other representation or understanding are binding on the parties.

The effective date of this contract is August 15, 2024. All terms of this contract remain in effect for one year through 11:59 pm on August 15, 2025.

Renewal is not automatic, and will be determined by the current board of the Greater Groves Homeowners Association at least 30 days prior to the end of the contract. A new contract will be offered if the board finds the previous year's work was completed satisfactorily.

The signatures below bind the Greater Groves Homeowners Association and Contractor to abide by the provisions contained in this contract, including the appendices.

Greater Groves HOA President: _____

Contractor Signature: _____

Date: _____

MR. FIX IT GUY, LLC
16055 Magnolia Hill Street
Clermont, FL 34714

Phone: (407) 963-9732

INVOICE

INVOICE #2
DATE: 07/18/2024

TO:
Greater Groves HOA

FOR:
Maintenance

DESCRIPTION		QTY	AMOUNT
Put up and take down christmas lights at entrance and pavilion			2499
		TOTAL	2499

,Make all checks payable to MR. FIX IT GUY, LLC

Thank you for your business!





GREATER GROVES

GREATER GROVES HOMEOWNERS ASSOCIATION

P.O. Box 135083, Clermont, FL 34713

Phone: 352-708-6090 **Fax:** 888-444-6927 **Email:** GreaterGovesHOA@gmail.com

Dear Homeowner,

The election for the 2025 board members of the Greater Groves Homeowners Association will be held on Friday, November 8th at 7 pm. Voting will be held at the clubhouse, by the pool. If you are a homeowner in Greater Groves, you are invited to run for a spot on the board. Any homeowner in good standing that has paid their annual \$10 membership dues can be on the board for up to three consecutive years, if elected. After the third year, the board member must step down for at least one year before they can run for election again. Being a board member allows you to share your ideas for our community's improvement and development.

Serving on the Board of Directors will take up some of your time. HOA Board Meetings are held monthly, with a few neighborhood events sprinkled in. We do not employ a management company, and much of the neighborhood administrative tasks are handled by our Office Secretary. If you decide to join the board, you should be prepared to make objective decisions that are for the best for the whole community. New for 2025 all board members must attend a four-hour board certification class within 90 days of being elected. Also new for 2025, all board members must also comply with the new Corporate Transparency Act by providing their full legal names, current home addresses, birthdates, and identification numbers (either a state ID, passport, or driver's license) to the U.S. Department of Treasury's Financial Crimes Enforcement Network.

Being on the HOA Board is a great way to get out, meet your neighbors, have fun, and help your community. If this sounds like something you would be interested in doing, we invite you to fill out the enclosed intent form and return it to our HOA office. There will be an HOA meeting held on October 11th in which everyone who is running for the board will be invited to introduce themselves. All letters of intent must be received by September 26, 2024, and voting will be held on November 8, 2024. Each property owner in good standing that has paid their annual \$10 membership dues will receive a ballot in the mail after the September 26th deadline. You may pay the annual \$10 membership dues at any time, and your voting rights for 2024 will be instantly reinstated.

If you have any questions about the process of running for the board or you would like to pay your \$10 membership dues, please feel free to reach out to us using the details above.

Thank you and we hope to see you around our community soon,

Your 2024 Greater Groves Board

President- Jean Carrier 3rd Year

Vice President- Mike Grogan 1st Year

Director- Inez Almestica 1st Year

Director- Aaron Caryl 3rd Year

Director- Cheryl Guido 3rd Year

Greater Groves Homeowners Association
Board of Directors Election for the 2025 Term

NOTICE OF INTENT TO RUN

This is my **NOTICE OF INTENT TO RUN** for one of the five (5) open positions on the 2025 board of the Greater Groves Homeowners Association.

- By checking this box, I confirm that I have paid my annual \$10 membership dues for the year 2024.
- By checking this box I confirm that I am a homeowner in the Greater Groves Community.
- By checking this box I confirm that I have NOT been convicted of a felony in the United States or its territories.

Name: _____

Address: _____

Email Address: _____

Phone Number: _____

Signature: _____ Date: _____

Please return this completed form by mail, place in the drop box located on the pool screen room, or deliver to our community office no later than Friday, September 26th by 5 pm. All forms received after Friday, September 26th by 5 pm will be disqualified. Please remember the postal mail can take up to a week or more to be delivered and may not be the most reliable way to turn in your form.